

103
**LEGISLATIVE BRANCH APPROPRIATIONS
FOR 1995**

Y 4. AP 6/1: L 52/995/PT. 1

Legislative Branch Appropriations f... **RINGS**

BEFORE A

**SUBCOMMITTEE OF THE
COMMITTEE ON APPROPRIATIONS
HOUSE OF REPRESENTATIVES**

ONE HUNDRED THIRD CONGRESS

SECOND SESSION

SUBCOMMITTEE ON LEGISLATIVE APPROPRIATIONS

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JOHN P. MURTHA, Pennsylvania

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JIM CHAPMAN, Texas

C. W. BILL YOUNG, Florida

RON PACKARD, California

CHARLES H. TAYLOR, North Carolina

EDWARD E. LOMBARD, *Staff Assistant*

PART 1

JUSTIFICATION OF THE BUDGET ESTIMATES



Printed for the use of the Committee on Appropriations

LEGISLATIVE BRANCH APPROPRIATIONS FOR 1995

HEARINGS BEFORE A SUBCOMMITTEE OF THE COMMITTEE ON APPROPRIATIONS HOUSE OF REPRESENTATIVES ONE HUNDRED THIRD CONGRESS SECOND SESSION

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COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1994 AND THE BUDGET ESTIMATES FOR 1995

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1994 Appropriation P.L. 103-69	Budget estimate of New (obligational) Authority 1995	Budget estimate 1995 compared with 1994
TITLE I - CONGRESSIONAL OPERATIONS			
HOUSE OF REPRESENTATIVES			
Salaries and Expenses			
House Leadership Offices			
Office of the Speaker.....	1,395,000	1,609,000	+214,000
Office of the Majority Floor Leader.....	1,003,000	1,121,000	+118,000
Office of the Minority Floor Leader.....	1,383,000	1,534,000	+151,000
Office of the Majority Whip.....	1,235,000	1,361,000	+126,000
Office of the Minority Whip.....	855,000	948,000	+93,000
Total, House Leadership offices.....	5,871,000	6,573,000	+702,000
Members' Clerk Hire			
Clerk hire.....	225,004,000	256,702,000	+31,698,000
Committee Employees			
Professional and clerical employees of standing committees.....	70,445,000	78,301,000	+7,856,000
Committee on the Budget (Studies)			
Salaries and expenses.....	389,000	401,000	+12,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1994 AND THE BUDGET ESTIMATES FOR 1995—Continued

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1994 Appropriation P.L. 103-69	Budget estimate of Now (obligational) Authority 1995	Budget estimate 1995 compared with 1994
Standing Committees, Special and Select			
Salaries and expenses.....	52,662,000	58,749,000	+6,087,000
House Information Systems			
Salaries and expenses.....	22,885,000	22,894,000	+9,000
Offsetting collections.....	-8,328,000	-6,420,000	+1,908,000
Net total, House Information Systems.....	14,557,000	16,474,000	+1,917,000
Allowances and Expenses			
Official Expenses of Members.....	76,545,000	79,800,000	+3,255,000
Supplies, materials, administrative costs and Federal tort claims.....	11,328,000	6,668,000	-4,660,000
Office equipment.....	7,196,000	11,779,000	+4,583,000
Net expenses for telecommunications.....	5,960,000	10,872,000	+4,912,000
Furniture and furnishings.....	1,720,000	2,012,000	+292,000
Stenographic reporting of committee hearings.....	1,055,000	1,100,000	+45,000
Reemployed annuitants reimbursements.....	933,000	1,312,000	+379,000
Government contributions.....	115,314,000	134,941,000	+19,627,000

Miscellaneous items.....	761,000	778,000	+17,000
Total, allowances and expenses.....	220,812,000	249,262,000	+28,450,000
Committee on Appropriations (Studies and Investigations)			
Salaries and expenses.....	6,431,000	6,507,000	+76,000
Official Mail Costs			
Expenses.....	40,000,000	40,000,000	---
Salaries, Officers and Employees			
Office of the Clerk.....	11,947,000	15,441,000	+3,494,000
Office of the Sergeant at Arms.....	1,384,000	1,677,000	+293,000
Office of the Doorkeeper.....	10,101,000	13,687,000	+3,586,000
Office of Director of Non-Legislative and Financial Services.....	14,402,000	18,393,000	+3,991,000
Office of Inspector General.....	---	304,000	+304,000
Office of General Counsel.....	674,000	783,000	+109,000
Office of the Chaplain.....	123,000	129,000	+6,000
Office of the Parliamentarian.....	898,000	1,076,000	+178,000
Office of the Parliamentarian.....	(599,000)	(752,000)	(+153,000)
Compilation of precedents of the House of Representatives.....	(299,000)	(324,000)	(+25,000)
Office of the Historian.....	310,000	405,000	+95,000
Office of the Law Revision Counsel.....	1,453,000	1,779,000	+326,000
Office of the Legislative Counsel.....	4,071,000	4,644,000	+573,000
Six minority employees.....	738,000	772,000	+34,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1994 AND THE BUDGET ESTIMATES FOR 1995—Continued

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1994 Appropriation P.L. 103-69	Budget estimate of New (obligational) Authority 1995	Budget estimate 1995 compared with 1994
House Democratic Steering Committee and Caucus.....	1,474,000	1,637,000	+163,000
House Democratic Steering Committee.....	(942,000)	(1,027,000)	(+85,000)
House Democratic Caucus.....	(532,000)	(610,000)	(+78,000)
House Republican Conference.....	1,474,000	1,637,000	+163,000
Other Authorized Employees.....	1,098,000	1,814,000	+716,000
Technical assistant, Office of the Attending Physician.....	(145,000)	(166,000)	(+20,000)
L.B.J. Interns.....	(483,000)	(1,144,000)	(+661,000)
Former Speakers' staff.....	(417,000)	(449,000)	(+32,000)
Miscellaneous items.....	(52,000)	(55,000)	(+3,000)
Total, salaries, officers and employees.....	50,147,000	64,178,000	+14,031,000
Total, salaries and expenses.....	686,318,000	777,147,000	+90,829,000
Total, House of Representatives.....	686,318,000	777,147,000	+90,829,000
JOINT ITEMS			
Joint Economic Committee.....	3,980,000	4,120,000	+140,000
Joint Committee on Printing.....	1,344,000	1,380,000	+36,000
Joint Committee on Taxation.....	5,701,000	6,484,000	+783,000

Office of the Attending Physician

Medical supplies, equipment, expenses, and allowances.

1,502,000

1,335,000

-167,000

Capitol Police Board

Capitol Police

Salaries:

Sergeant at Arms of the House of Representatives..

29,453,000

33,386,000

+3,933,000

Sergeant at Arms and Doorkeeper of the Senate.....

32,802,000

36,033,000

+3,231,000

Total, salaries.....

62,255,000

69,419,000

+7,164,000

General expenses.....

1,977,000

2,000,000

+23,000

Total, Capitol Police Board.....

64,232,000

71,419,000

+7,187,000

Capitol Guide Service

Salaries and expenses.....

1,628,000

1,628,000

Special Services Office

Salaries and expenses.....

363,000

363,000

Statements of Appropriations

Preparation.....

20,000

+20,000

Total, Joint items.....

78,750,000

86,749,000

+7,999,000

OFFICE OF TECHNOLOGY ASSESSMENT

Salaries and expenses.....

21,315,000

22,030,000

+715,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1994 AND THE BUDGET ESTIMATES FOR 1995—Continued

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and item (1)	1994 Appropriation P.L. 103-69	Budget estimate of New (obligational) Authority 1995	Budget estimate 1995 compared with 1994
CONGRESSIONAL BUDGET OFFICE			
Salaries and expenses.....	22,317,000	23,261,000	+944,000
ARCHITECT OF THE CAPITOL			
Office of the Architect of the Capitol			
Salaries.....	8,453,000	9,515,000	+1,062,000
Travel (limitation on official travel expenses).....	(20,000)	(20,000)	---
Contingent expenses.....	100,000	100,000	---
Total, Office of the Architect of the Capitol...	8,553,000	9,615,000	+1,062,000
Capitol Buildings and Grounds			
Capitol buildings.....	23,978,000	24,416,000	+438,000
Capitol grounds.....	5,289,000	6,725,000	+436,000
House Office Buildings.....	32,287,000	40,034,000	+7,747,000
Capitol Power Plant.....	35,977,000	40,548,000	+4,571,000
Offsetting collections.....	-3,200,000	-3,200,000	---
Net total, Capitol Power Plant.....	32,777,000	37,348,000	+4,571,000

Total, Capitol buildings and grounds.....	94,331,000	107,523,000	+13,192,000
Total, Architect of the Capitol.....	102,884,000	117,138,000	+14,254,000
LIBRARY OF CONGRESS			
Congressional Research Service			
Salaries and expenses.....	56,718,000	60,411,000	+3,693,000
GOVERNMENT PRINTING OFFICE			
Congressional printing and binding.....	88,404,000	95,168,000	+6,754,000
Total, title I, Congressional Operations.....	1,056,706,000	1,181,894,000	+125,188,000
TITLE II - OTHER AGENCIES			
BOTANIC GARDEN			
Salaries and expenses.....	3,008,000	10,378,000	+7,370,000
LIBRARY OF CONGRESS			
Salaries and expenses.....	202,250,000	213,205,000	+10,955,000
Authority to spend receipts.....	-7,500,000	-7,869,000	-369,000
Net total, Salaries and expenses.....	194,750,000	205,336,000	+10,586,000
Copyright Office, salaries and expenses.....	26,244,000	27,956,000	+1,712,000
Authority to spend receipts.....	-16,833,000	-17,427,000	-594,000
Net total, Copyright Office.....	9,411,000	10,529,000	+1,118,000

COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1994 AND THE BUDGET ESTIMATES FOR 1995—Continued

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1994 Appropriation P.L. 103-69	Budget estimate of New (obligational) Authority 1995	Budget estimate 1995 compared with 1994
Books for the blind and physically handicapped, salaries and expenses.....	42,713,000	50,155,000	+7,442,000
Furniture and furnishings.....	3,939,000	6,239,000	+2,300,000
	-----	-----	-----
Total, Library of Congress (except CRS).....	250,813,000	272,259,000	+21,446,000
ARCHITECT OF THE CAPITOL			
Library Buildings and Grounds			
Structural and mechanical care.....	9,974,000	10,785,000	+811,000
COPYRIGHT ROYALTY TRIBUNAL			
Salaries and expenses.....	1,028,000	---	-1,028,000
Authority to spend receipts.....	-900,000	---	+900,000
	-----	-----	-----
Net total, Copyright Royalty Tribunal.....	128,000	---	-128,000
GOVERNMENT PRINTING OFFICE			
Office of Superintendent of Documents			
Salaries and expenses.....	29,082,000	33,900,000	+4,818,000

GENERAL ACCOUNTING OFFICE

Salaries and expenses.....	432,415,000	459,591,000	+27,176,000
Offsetting collections.....	-1,600,000	-1,000,000	+600,000
Subtotal.....	430,815,000	458,591,000	+27,776,000
Total, General Accounting Office.....	430,815,000	458,591,000	+27,776,000
Total, title II, Other agencies.....	723,820,000	785,913,000	+62,093,000
Grand total.....	1,780,526,000	1,967,807,000	+187,281,000

RECAPITULATION

TITLE I - CONGRESSIONAL OPERATIONS

House of Representatives.....	685,318,000	777,147,000	+90,829,000
Joint Items.....	78,750,000	86,749,000	+7,999,000
Office of Technology Assessment.....	21,316,000	22,030,000	+715,000
Congressional Budget Office.....	22,317,000	23,261,000	+944,000
Architect of the Capitol.....	102,884,000	117,138,000	+14,254,000
Library of Congress: Congressional Research Service...	56,718,000	60,411,000	+3,693,000
Congressional printing and binding, Government Printing Office.....	88,404,000	95,158,000	+6,754,000
Total, title I, Congressional operations.....	1,056,706,000	1,181,894,000	+125,188,000

**COMPARATIVE STATEMENT OF NEW BUDGET (OBLIGATIONAL) AUTHORITY FOR 1994 AND THE BUDGET
ESTIMATES FOR 1995—Continued**

[Excludes Senate Items and Items under Architect of the Capitol for the Senate]

Agency and Item (1)	1994 Appropriation P.L. 103-69	Budget estimate of New (obligational) Authority 1995	Budget estimate 1995 compared with 1994
TITLE II - OTHER AGENCIES			
Botanic Garden.....	3,008,000	10,378,000	+7,370,000
Library of Congress (except CRS).....	250,813,000	272,259,000	+21,446,000
Architect of the Capitol (Library buildings and grounds).....	9,974,000	10,785,000	+811,000
Copyright Royalty Tribunal.....	128,000	---	-128,000
Government Printing Office (except congressional printing and binding).....	29,082,000	33,900,000	+4,818,000
General Accounting Office.....	430,815,000	458,591,000	+27,776,000
Total, title II, Other agencies.....	723,820,000	785,913,000	+62,093,000
Grand total.....	1,780,526,000	1,967,807,000	+187,281,000

HOUSE OF REPRESENTATIVES

SCHEDULE A MASTER- HOUSE

HOUSE OF REPRESENTATIVES

	1993 Actual		1994 Estimate		1995 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Breakdown by Organization								
Payment to Widows and Heirs of Deceased Members								
Mileage of Members								
SALARIES AND EXPENSES	10,716	\$673,142	11,270	\$686,318	11,334	\$777,147	64	\$90,829
House Leadership Offices	89	\$4,968	90	\$5,871	90	\$6,573		\$702
Members' Clerk Hire	7,350	\$231,572	7,682	\$225,004	7,682	\$256,702		\$31,698
Committee Employees	889	\$68,165	908	\$70,445	927	\$78,301	19	\$7,856
Committee on the Budget		\$293		\$389		\$401		\$12
Standing Committees Special and Select								
House Information Systems	873	\$50,144	952	\$52,662	991	\$58,749	39	\$6,087
Allowances and Expenses	254	\$8,139	254	\$14,557	254	\$16,474		\$1,917
Committee on Appropriations	19	\$229,383		\$220,812		\$249,262		\$28,450
Official Mail Costs		\$6,231	24	\$6,431	24	\$6,507		\$76
		\$24,619		\$40,000		\$40,000		
Salaries, Officers and Employees	1,242	\$49,628	1,360	\$50,147	1,366	\$64,178	6	\$14,031
Total House of Representatives	10,716	\$673,142	11,270	\$686,318	11,334	\$777,147	64	\$90,829
2. Breakdown by Object Class								
11 Personnel Compensation	10,716	\$412,898	11,270	\$413,080	11,334	\$466,118	64	\$53,038
12 Personnel Benefits		\$112,060		\$113,716		\$129,869		\$16,153
13 Benefits to Former Personnel		\$5,981		\$2,289		\$5,747		\$3,458
21 Travel		\$12,092		\$12,569		\$13,712		\$1,143
22 Transportation of Things		\$28		\$45		\$43		-\$2
23 Rent, Communications, Utilities		\$69,966		\$81,941		\$88,253		\$6,312
24 Printing and Reproduction		\$4,539		\$5,026		\$5,305		\$279
25 Other Services		\$17,360		\$19,000		\$20,673		\$1,673
26 Supplies and Materials		\$10,134		\$10,548		\$11,592		\$1,044
31 Equipment		\$41,239		\$33,412		\$42,235		\$8,823
32 Land and Structures								
42 Insurance Claims/ Indemnities		\$9		\$10		\$20		\$10
HIS Reimbursements		-\$13,164		-\$5,318		-\$6,420		-\$1,102
Total House of Representatives	10,716	\$673,142	11,270	\$686,318	11,334	\$777,147	64	\$90,829

SCHEDULE A MASTER- JOINT ITEMS
HOUSE OF REPRESENTATIVES- JOINT ITEMS

	1993 Actual		1994 Estimate		1995 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Breakdown by Organization								
Joint Committee on Taxation	77	\$5,708	77	\$5,701	77	\$6,484		\$783
Office of the Attending Physician	14	\$1,508	14	\$1,502	14	\$1,335		-\$167
Capitol Police- House	653	\$30,000	632	\$29,453	632	\$33,386		\$3,933
Capitol Police- Senate	699	\$32,652	671	\$32,802	676	\$36,033	5	\$3,231
Total Capitol Police	1,352	\$62,652	1,303	\$62,255	1,308	\$69,419	5	\$7,164
Capitol Police- General Expenses		\$2,229		\$1,977		\$2,000		\$23
Statements of Appropriations						\$20		\$20
Total Joint Items	1,443	\$72,097	1,394	\$71,435	1,399	\$79,258	5	\$7,823
2. Breakdown by Object Class								
11 Personnel Compensation	1,443	\$57,273	1,394	\$56,152	1,399	\$62,113	5	\$5,961
12 Personnel Benefits		\$11,575		\$12,500		\$14,333		\$1,833
13 Benefits to Former Personnel								
21 Travel		\$152		\$153		\$197		\$44
22 Transportation of Things		\$13		\$13		\$13		
23 Rent, Communications, Utilities		\$159		\$160		\$204		\$44
24 Printing and Reproduction								
25 Other Services		\$373		\$377		\$448		\$71
26 Supplies and Materials		\$1,639		\$1,415		\$1,370		-\$45
31 Equipment		\$913		\$665		\$580		-\$85
32 Land and Structures								
42 Insurance Claims/ Indemnities								
Total Joint Items	1,443	\$72,097	1,394	\$71,435	1,399	\$79,258	5	\$7,823

JOINT ITEMS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
Joint Committee on Taxation		\$527		\$8				\$186		\$62		\$783
Office of the Attending Physician		\$1						-\$118		-\$50		-\$167
Capitol Police- House		\$3,683		\$250			5	\$194			5	\$3,933
Capitol Police- Senate		\$2,787		\$250			5	\$194				\$3,231
Capitol Police- Total		\$6,470		\$500				\$44				\$7,164
Capitol Police General Expenses				\$79				\$20		-\$100		\$23
Statements of Appropriations												\$20
Total Joint Items		\$6,998		\$587			5	\$326		-\$88	5	\$7,823
Breakdown by Object Class												
11 Personnel Compensation		\$5,214		\$500			5	\$246			5	\$5,960
12 Personnel Benefits		\$1,783						\$50				\$1,833
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things				\$44				\$44				\$44
23 Rent, Communications and Utilities												\$44
24 Printing and Reproduction												
25 Other Services				\$37								\$107
26 Supplies and Materials				\$3								-\$81
31 Equipment				\$3								-\$85
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total Joint Items		\$6,997		\$587			5	\$326		-\$88	5	\$7,822

SCHEDULE A MASTER

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 1 OF 2)

	1993 Actual		1994 Estimate		1995 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Breakdown by Organization								
Payment to Widows and Heirs of Deceased Members of Congress								
Mileage of Members								
SALARIES AND EXPENSES	10,716	\$673,142	11,270	\$686,318	11,334	\$777,147	64	\$90,829
House Leadership Offices	89	\$4,968	90	\$5,871	90	\$6,573		\$702
Members' Clerk Hire	7,350	\$231,572	7,682	\$225,004	7,682	\$256,702		\$31,698
Committee Employees	889	\$68,165	908	\$70,445	927	\$78,301	19	\$7,856
Committee on the Budget		\$293		\$389		\$401		\$12
Standing Committees Special and Select	873	\$50,144	952	\$52,662	991	\$58,749	39	\$6,087
House Information Systems	254	\$8,139	254	\$14,557	254	\$16,474		\$1,917
Allowances and Expenses		\$229,383		\$220,812		\$249,262		\$28,450
Committee on Appropriations	19	\$6,231	24	\$6,431	24	\$6,507		\$76
Official Mail Costs		\$24,619		\$40,000		\$40,000		
Salaries, Officers and Employees	1,242	\$49,628	1,360	\$50,147	1,366	\$64,178	6	\$14,031
Total House of Representatives	10,716	\$673,142	11,270	\$686,318	11,334	\$777,147	64	\$90,829

SCHEDULE B-1 MASTER-HOUSE AND JOINT ITEMS

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 1 OF 2)
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
Payments to Widows and Heirs of Deceased Members of Congress										
Mileage of Members										
SALARIES AND EXPENSES	60	\$71,687		\$2,853	3	\$261	1	\$9,205	\$7,925	\$90,829
House Leadership Offices		\$697		\$5						\$702
Members' Clerk Hire		\$31,698								\$31,698
Committee Employees	19	\$7,856							19	\$7,856
Committee on the Budget				\$12						\$12
Standing Committees, Special & Select	39	\$4,999		\$164				\$577	39	\$6,087
House Information Systems		\$826		\$178				\$1,076		\$1,917
Allowances and Expenses		\$19,454		\$2,537				\$5,049		\$28,450
Committee on Appropriations		\$124		-\$48						\$76
Official Mail Costs-House	2	\$6,033		\$5	3	\$261	1	\$2,503		\$14,031
Salaries, Officers and Employees										
Total House of Representatives	60	\$71,687		\$2,853	3	\$261	1	\$9,205	\$7,925	\$90,829

HOUSE OF REPRESENTATIVES AND JOINT ITEMS (PAGE 2 OF 2)

	1993 Actual		1994 Estimate		1995 Estimate		Net Change	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
Breakdown by Organization								
Joint Items- House								
Joint Committee on Taxation	77	\$5,708	77	\$5,701	77	\$6,484		\$783
Office of the Attending Physician	14	\$1,508	14	\$1,502	14	\$1,335		-\$167
Capitol Police Salaries-House	653	\$30,000	632	\$29,453	632	\$33,386		\$3,933
Capitol Police Salaries-Senate	699	\$32,652	671	\$32,802	676	\$36,033	5	\$3,231
Capitol Police Salaries- Total	1,352	\$62,652	1,303	\$62,255	1,308	\$69,419	5	\$7,164
Capitol Police, General Expenses		\$2,229		\$1,977		\$2,000		\$23
Statements of Appropriations						\$20		\$20
Total Joint Items	1,443	\$78,328	1,394	\$77,666	1,399	\$85,489	10	\$7,823
Total House and Joint Items	12,794	\$744,775	12,664	\$763,984	12,733	\$862,636	74	\$98,652
2. Breakdown by Object Class								
11 Personnel Compensation	12,794	\$464,976	12,664	\$469,232	12,733	\$528,231	69	\$58,999
12 Personnel Benefits		\$123,635		\$126,216		\$144,202		\$17,986
13 Benefits to Former Personnel		\$5,981		\$2,289		\$5,747		\$3,458
21 Travel		\$12,244		\$12,722		\$13,909		\$1,187
22 Transportation of Things		\$41		\$58		\$56		-\$2
23 Rent, Communications, Utilities		\$70,125		\$82,101		\$88,457		\$6,356
24 Printing and Reproduction		\$4,539		\$5,026		\$5,305		\$279
25 Other Services		\$17,733		\$19,377		\$21,121		\$1,744
26 Supplies and Materials		\$11,773		\$11,963		\$12,962		\$999
31 Equipment		\$42,152		\$34,077		\$42,815		\$8,738
32 Land and Structures				\$10		\$20		\$10
42 Insurance Claims/ Indemnities		\$9						
Plus HIS Reimbursement differential		-\$1,500						-\$1,102
Plus Rescission								
TOTAL	12,794	\$751,708	12,664	\$763,071	12,733	\$862,825	69	\$98,652

HOUSE OF REPRESENTATIVES

Salaries and Expenses

Schedule A-1

HOUSE OF REPRESENTATIVES SALARIES AND EXPENSES BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	10,716	\$412,898	11,270	\$413,080	11,334	\$466,118	64	\$53,038
12 Personnel Benefits.....		\$112,060		\$113,716		\$129,869		\$16,153
13 Benefits to Former Personnel.....		\$5,981		\$2,289		\$5,747		\$3,458
21 Travel.....		\$12,092		\$12,569		\$13,712		\$1,143
22 Transportation of Things.....		\$28		\$45		\$43		-\$2
23 Rent, Communications, Utilities.....		\$69,966		\$81,941		\$88,253		\$6,312
24 Printing and Reproduction.....		\$4,539		\$5,026		\$5,305		\$279
25 Other Services.....		\$17,360		\$19,000		\$20,673		\$1,673
26 Supplies and Materials.....		\$10,134		\$10,548		\$11,592		\$1,044
31 Equipment.....		\$41,239		\$33,412		\$42,235		\$8,823
32 Land and Structures.....		\$9		\$10		\$20		\$10
42 Insurance Claims/ Indemnities.....		\$686,306		\$691,636		\$783,567		\$91,931
Sub-total, funds required		-\$13,164		-\$5,318		-\$6,420		-\$1,102
Less Reimbursements								
Total.....	10,716	\$673,142	11,270	\$686,318	11,334	\$777,147	64	\$90,829

HOUSE OF REPRESENTATIVES
SALARIES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation	60	\$52,233			3	\$261	1	\$544		\$53,038
12 Personnel Benefits		\$15,996						\$157		\$16,153
13 Benefits to Former Personnel		\$3,458								\$3,458
21 Travel				\$471				\$672		\$1,143
22 Transportation of Things								-\$2		-\$2
23 Rent, Communications and Utilities				\$387				\$5,925		\$6,312
24 Printing and Reproduction				\$251				\$28		\$279
25 Other Services				\$358				\$1,315		\$1,673
26 Supplies and Materials				\$488				\$556		\$1,044
31 Equipment				\$898					\$7,925	\$8,823
32 Land and Structures										
42 Insurance Claims and Indemnities										
H.I.S. Reimbursement decline										
Total	60	\$71,687		\$2,853	3	\$261	1	\$9,205		\$1,102
									\$7,925	\$90,829

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SALARIES AND EXPENSES		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	11,270	\$686,318
BUDGET BASE, 1995	11,270	\$686,318
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	60	\$71,687
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$5,975
2. BUDGET YEAR PAY ADJUSTMENT		\$11,369
3. BUDGET YEAR LOCALITY PAY		\$9,021
4. FULL FUNDING OF AUTHORIZATION	60	\$31,522
5. MERITORIOUS/LONGEVITY INCREASE		\$8,699
6. TEMPORARY POSITIONS		\$175
7. OVERTIME PAY		\$26
8. RECLASSIFICATIONS		\$570
9. PERSONNEL BENEFITS		\$4,330
B. PRICE LEVEL CHANGES		\$2,853
1. TRAVEL		\$471
2. RENT, COMMUNICATIONS		\$387
3. PRINTING AND REPRODUCTION		\$251
4. OTHER SERVICES		\$339
5. SUPPLIES		\$488
6. EQUIPMENT		\$898
7. CONSULTANT CONTRACTS		\$3
8. MISCELLANEOUS		\$16
C. PROGRAM TYPE CHANGES	4	\$17,391
1. LEGISLATION	3	\$261
2. WORKLOAD	1	\$9,205
a. TRAVEL		\$670
b. RENT, COMMUNICATIONS		\$5,925
c. SUPPLIES		\$545
d. INVESTIGATIVE WORKLOAD	1	\$32
e. OTHER SERVICES		\$1,364
f. STAFF LEVEL CHANGES		\$669
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$7,925
a. REPLACEMENT AND UPGRADE		\$7,925
H.I.S. Reimbursement differential		(\$1,102)
II. NET INCREASE/DECREASE REQUESTED	64	\$90,829
III. TOTAL APPROPRIATION REQUEST, 1995	11,334	\$777,147

HOUSE LEADERSHIP OFFICES

Office of the Speaker

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	20	\$872	20	\$1,298	20	\$1,512		\$214
12 Personnel Benefits.....		\$25		\$25		\$25		
13 Benefits to Former Personnel.....								
21 Travel.....		\$2		\$1		\$1		
22 Transportation of Things.....				\$4		\$4		
23 Rent, Communications, Utilities.....				\$3		\$3		
24 Printing and Reproduction.....		\$2		\$8		\$8		
25 Other Services.....		\$38		\$54		\$54		
26 Supplies and Materials.....				\$2		\$2		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	20	\$939	20	\$1,395	20	\$1,609		\$214

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE SPEAKER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
1 1 Personnel Compensation		\$214								\$214
1 2 Personnel Benefits										
1 3 Benefits to Former Personnel										
2 1 Travel										
2 2 Transportation of Things										
2 3 Rent, Communications and Utilities										
2 4 Printing and Reproduction										
2 5 Other Services										
2 6 Supplies and Materials										
3 1 Equipment										
3 2 Land and Structures										
4 2 Insurance Claims and Indemnities										
Total		\$214								\$214

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE SPEAKER		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	20	\$1,395
BUDGET BASE, 1995	20	\$1,395
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$214
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$16
2. BUDGET YEAR PAY ADJUSTMENT		\$31
3. BUDGET YEAR LOCALITY PAY		\$24
4. FULL FUNDING OF AUTHORIZATION		\$143
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$214
III. TOTAL APPROPRIATION REQUEST, 1995	20	\$1,609

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE SPEAKER

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Office of the Majority Leader

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY FLOOR LEADER
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate			
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	18	\$899	17	\$915	17	\$1,028		\$113
12 Personnel Benefits.....		\$10		\$10		\$10		
13 Benefits to Former Personnel.....								
21 Travel.....		\$14		\$13		\$14		\$1
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$13		\$12		\$13		\$1
24 Printing and Reproduction.....								
25 Other Services.....		\$5		\$5		\$5		
26 Supplies and Materials.....		\$47		\$48		\$51		\$3
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	18	\$988	17	\$1,003	17	\$1,121		\$118

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$113								\$113
12 Personnel Benefits										
13 Benefits to Former Personnel										\$1
21 Travel										
22 Transportation of Things										\$1
23 Rent, Communications and Utilities										\$1
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										\$3
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		\$113		\$5						\$118

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MAJORITY LEADER		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	17	\$1,003
BUDGET BASE, 1995	17	\$1,003
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$113
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$12
2. BUDGET YEAR PAY ADJUSTMENT		\$21
3. BUDGET YEAR LOCALITY PAY		\$17
4. FULL FUNDING OF AUTHORIZATION		\$63
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$5
1. TRAVEL		\$1
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		\$3
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$118
III. TOTAL APPROPRIATION REQUEST, 1995	17	\$1,121

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE MAJORITY LEADER

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Price Level Changes:

Increases attributed to inflation.

Office of the Majority Leader

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY FLOOR LEADER
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate		Dollars "(000)"	Staff
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	19	\$1,212	21	\$1,334	21	\$1,485		\$151
12 Personnel Benefits.....		\$10		\$10		\$10		
13 Benefits to Former Personnel.....								
21 Travel.....				\$2		\$2		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$1		\$1		\$1		
24 Printing and Reproduction.....		\$4		\$5		\$5		
25 Other Services.....		\$2		\$1		\$1		
26 Supplies and Materials.....		\$31		\$30		\$30		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	19	\$1,260	21	\$1,383	21	\$1,534		\$151

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY LEADER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$151										\$151
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		\$151										\$151

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MINORITY LEADER		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	21	\$1,383
BUDGET BASE, 1995	21	\$1,383
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$151
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$15
2. BUDGET YEAR PAY ADJUSTMENT		\$29
3. BUDGET YEAR LOCALITY PAY		\$23
4. FULL FUNDING OF AUTHORIZATION		\$84
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$151
III. TOTAL APPROPRIATION REQUEST, 1995	21	\$1,534

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE MINORITY LEADER

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Office of the Majority Whip

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	21	\$1,018	19	\$1,187	19	\$1,313		\$126
12 Personnel Benefits.....		\$5		\$5		\$5		
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....				\$1		\$1		
24 Printing and Reproduction.....				\$2		\$2		
25 Other Services.....		\$1		\$1		\$1		
26 Supplies and Materials.....		\$26		\$39		\$39		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	21	\$1,050	19	\$1,235	19	\$1,361		\$126

HOUSE OF REPRESENTATIVES
OFFICE OF THE MAJORITY WHIP
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$126								\$126
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		\$126								\$126

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MAJORITY WHIP		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	19	\$1,235
BUDGET BASE, 1995	19	\$1,235
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$126
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$14
2. BUDGET YEAR PAY ADJUSTMENT		\$26
3. BUDGET YEAR LOCALITY PAY		\$21
4. FULL FUNDING OF AUTHORIZATION		\$65
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$126
III. TOTAL APPROPRIATION REQUEST, 1995	19	\$1,361

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE MAJORITY WHIP

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Office of the Minority Whip

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	11	\$707	13	\$830	13	\$923		\$93
12 Personnel Benefits.....		\$5		\$5		\$5		
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$3		\$3		\$3		
24 Printing and Reproduction.....		\$1		\$1		\$1		
25 Other Services.....		\$15		\$16		\$16		
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	11	\$731	13	\$855	13	\$948		\$93

Schedule B-1
HOUSE OF REPRESENTATIVES
OFFICE OF THE MINORITY WHIP
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization								
11 Personnel Compensation		\$93						\$93
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		\$93						\$93

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE MINORITY WHIP		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	13	\$855
BUDGET BASE, 1995	13	\$855
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$93
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$10
2. BUDGET YEAR PAY ADJUSTMENT		\$18
3. BUDGET YEAR LOCALITY PAY		\$15
4. FULL FUNDING OF AUTHORIZATION		\$50
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$93
III. TOTAL APPROPRIATION REQUEST, 1995	13	\$948

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE MINORITY WHIP

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Total House Leadership Offices

Schedule A-1

HOUSE OF REPRESENTATIVES HOUSE LEADERSHIP OFFICES-TOTAL BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	89	\$4,708	90	\$5,564	90	\$6,261		\$697
12 Personnel Benefits.....		\$55		\$55		\$55		
13 Benefits to Former Personnel.....								
21 Travel.....		\$16		\$16		\$17		\$1
22 Transportation of Things.....				\$4		\$4		
23 Rent, Communications, Utilities.....		\$14		\$17		\$18		\$1
24 Printing and Reproduction.....		\$9		\$18		\$18		
25 Other Services.....		\$9		\$62		\$62		
26 Supplies and Materials.....		\$157		\$135		\$138		\$3
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	89	\$4,968	90	\$5,871	90	\$6,573		\$702

HOUSE OF REPRESENTATIVES
TOTAL LEADERSHIP OFFICES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization								
11 Personnel Compensation		\$697						\$697
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		\$697		\$5				\$702

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL LEADERSHIP OFFICES		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	90	\$5,871
BUDGET BASE, 1995	90	\$5,871
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$697
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$67
2. BUDGET YEAR PAY ADJUSTMENT		\$125
3. BUDGET YEAR LOCALITY PAY		\$100
4. FULL FUNDING OF AUTHORIZATION		\$405
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$5
1. TRAVEL		\$1
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		\$3
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$702
III. TOTAL APPROPRIATION REQUEST, 1995	90	\$6,573

Members' Clerk Hire

Schedule A-1

HOUSE OF REPRESENTATIVES MEMBERS' CLERK HIRE BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	7,350	\$231,572	7,682	\$225,004	7,682	\$256,702		\$31,698
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	7,350	\$231,572	7,682	\$225,004	7,682	\$256,702		\$31,698

HOUSE OF REPRESENTATIVES
MEMBERS' CLERK HIRE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*
Breakdown by Organization												
11 Personnel Compensation		\$31,698										\$31,698
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		\$31,698										\$31,698

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION MEMBERS' CLERK HIRE		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	7,682	\$225,004
BUDGET BASE, 1995	7,682	\$225,004
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$31,698
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$2,640
2. BUDGET YEAR PAY ADJUSTMENT		\$4,840
3. BUDGET YEAR LOCALITY PAY		\$3,960
4. FULL FUNDING OF AUTHORIZATION		\$20,258
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$31,698
III. TOTAL APPROPRIATION REQUEST, 1995	7,682	\$256,702

Explanation of Changes Shown on Schedule C-1

MEMBERS' CLERK HIRE

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Committee Employees

Schedule A-1

HOUSE OF REPRESENTATIVES
COMMITTEE EMPLOYEES
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	889	\$68,165	908	\$70,445	927	\$78,301	19	\$7,856
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	889	\$68,165	908	\$70,445	927	\$78,301	19	\$7,856

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE EMPLOYEES		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	908	\$70,445
BUDGET BASE, 1995	908	\$70,445
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	19	\$7,856
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$745
2. BUDGET YEAR PAY ADJUSTMENT		\$1,498
3. BUDGET YEAR LOCALITY PAY		\$1,132
4. FULL FUNDING OF AUTHORIZATION	19	\$1,209
5. MERITORIOUS/LONGEVITY INCREASE		\$3,270
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		\$2
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED	19	\$7,856
III. TOTAL APPROPRIATION REQUEST, 1995	927	\$78,301

Explanation of Changes Shown on Schedule C-1

COMMITTEE EMPLOYEES

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases, full funding of the authorization and overtime.

Committee on the Budget (Studies)

Schedule A-1

HOUSE OF REPRESENTATIVES
COMMITTEE ON THE BUDGET (STUDIES)
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$3		\$10		\$10		
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$33		\$8		\$11		\$3
24 Printing and Reproduction.....				\$4		\$4		
25 Other Services.....		\$8		\$32		\$35		\$3
26 Supplies and Materials.....		\$21		\$25		\$25		
31 Equipment.....		\$228		\$310		\$316		\$6
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$293		\$389		\$401		\$12

Schedule B-1

HOUSE OF REPRESENTATIVES
COMMITTEE ON THE BUDGET (STUDIES)
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*
Breakdown by Organization										
11 Personnel Compensation										
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities				\$3						\$3
24 Printing and Reproduction										
25 Other Services				\$3						\$3
26 Supplies and Materials										
31 Equipment				\$6						\$6
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total				\$12						\$12

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE ON THE BUDGET (STUDIES)		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$389
BUDGET BASE, 1995		\$389
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$12
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$3
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$3
5. SUPPLIES		
6. EQUIPMENT		\$6
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$12
III. TOTAL APPROPRIATION REQUEST, 1995		\$401

Explanation of Changes Shown on Schedule C-1

COMMITTEE ON THE BUDGET (STUDIES)

Price Level Changes:

Price increases are attributed to inflation.

Standing Committees, Special and Select

Schedule A-1

HOUSE OF REPRESENTATIVES
STANDING COMMITTEES, SPECIAL AND SELECT
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	873	\$44,329	952	\$46,561	991	\$51,560	39	\$4,999
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$536		\$911		\$1,126		\$215
22 Transportation of Things.....		\$336		\$416		\$467		\$51
23 Rent, Communications, Utilities.....		\$1		\$22		\$27		\$5
24 Printing and Reproduction.....		\$698		\$677		\$953		\$276
25 Other Services.....		\$763		\$917		\$1,029		\$112
26 Supplies and Materials.....		\$3,481		\$3,158		\$3,587		\$429
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	873	\$50,144	952	\$52,662	991	\$58,749	39	\$6,08

HOUSE OF REPRESENTATIVES
STANDING COMMITTEES, SPECIAL AND SELECT
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation	39	\$4,999									39	\$4,999
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel								\$191				\$215
22 Transportation of Things				\$24								
23 Rent, Communications and Utilities				\$11				\$40				\$51
24 Printing and Reproduction				\$5								\$5
25 Other Services				\$18				\$258				\$276
26 Supplies and Materials				\$24				\$88				\$112
31 Equipment				\$82						\$347		\$429
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total	39	\$4,999		\$164				\$577		\$347	39	\$5,087

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION STANDING COMMITTEES, SPECIAL AND SELECT		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	952	\$52,662
BUDGET BASE, 1995	952	\$52,662
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	39	\$4,999
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$493
2. BUDGET YEAR PAY ADJUSTMENT		\$986
3. BUDGET YEAR LOCALITY PAY		\$748
4. FULL FUNDING OF AUTHORIZATION	39	\$678
5. MERITORIOUS/LONGEVITY INCREASE		\$2,071
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		\$23
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$164
1. TRAVEL		\$24
2. RENT, COMMUNICATIONS		\$11
3. PRINTING AND REPRODUCTION		\$5
4. OTHER SERVICES		\$18
5. SUPPLIES		\$24
6. EQUIPMENT		\$82
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$924
1. LEGISLATION		
2. WORKLOAD		\$577
a. TRAVEL		\$191
b. RENT, COMMUNICATIONS		\$40
c. SUPPLIES		\$88
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$258
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$347
a. REPLACEMENT AND UPGRADE		\$347
II. NET INCREASE/DECREASE REQUESTED	39	\$6,087
III. TOTAL APPROPRIATION REQUEST, 1995	991	\$58,749

Explanation of Changes Shown on Schedule C-1

STANDING COMMITTEES, SPECIAL AND SELECT

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases, full funding of the authorization and overtime.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to equipment, travel, supplies, rent and other services.

HOUSE INFORMATION SYSTEMS

FISCAL YEAR 1995 BUDGET

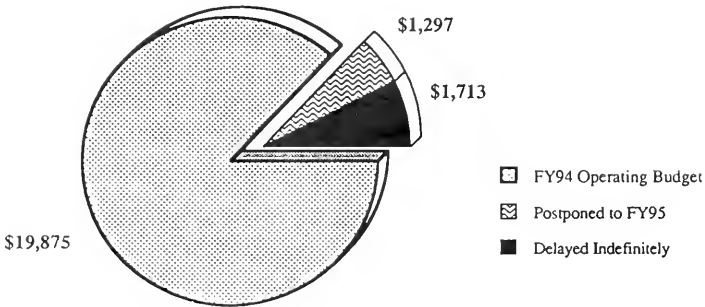
INTRODUCTION

Section I of the budget contains the fundamentals of expenditures and funding; Section II describes the objectives and initiatives that are to be funded.

Background and detail information is available from three appendices that relate to staffing, distribution, and allocation of resources. The appendices also provide descriptions of H.I.S. services and statistical information.

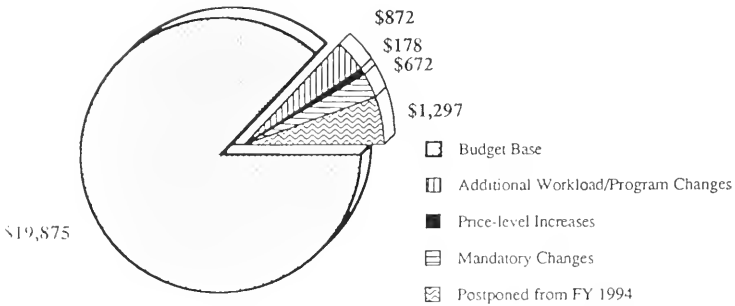
Any explanation of an organization engaged in data processing and information technology is full of technical terms. Despite our attempts to minimize the use of computer jargon, much remains in the text. We have, therefore, included a glossary of terms.

H.I.S. FY94 Budget (\$,000)



Total: \$22,885

H.I.S. Proposed FY95 Budget (\$,000)



Total: \$22,894

Section I. FUNDAMENTALS OF THE BUDGET**MANAGEMENT SUMMARY**

The pie charts on the opposite page show the authorized level of operations in FY 94 and the proposed operations level for FY 95 are virtually the same - approximately \$22.9 million.

In FY 94, total funds available are anticipated to amount only to \$19,875,000, the shortfall of \$3,010,000 resulting from lower reimbursements than forecast. \$1,297,000 of the shortfall is postponed to FY 95, and the remaining \$1,713,000 is delayed indefinitely.

The FY 95 budget comprises the base amount of \$19,875,000 plus the \$1,297,000 postponed from FY 94, plus workload/program changes, price level increases, and mandatory changes to bring the FY 95 operating level to \$22,894,000.

H.I.S. activities which were scaled back in FY 93 continue to be curtailed in FY 94 because of the budget constraints shared among all House entities. A large portion of H.I.S.'s non-personnel expense is allocated to the purchase of hardware and software to build an infrastructure of House data communications. These and other capital investments have been hurt by budget reductions. Nevertheless, these investments must be reinstated, albeit on a delayed basis.

No increase in the current staffing level of 254 is requested, even though workload, particularly in the customer service area, will increase throughout FY 94 and FY 95. H.I.S. expects to be able to burden several technical and administrative positions with customer service functions.

House-wide budget cuts have affected funding for H.I.S. operations on two fronts:

- H.I.S.'s direct appropriation, and
- reimbursement for services provided to Legislative Branch Agencies.

H.I.S.'s appropriation has been limited along with everyone else's, but the effects of budget cuts on our reimbursing customers have reduced H.I.S. revenues as the customers curtail their use of H.I.S. services. Therefore, more of the burden of H.I.S. funding shifts to direct appropriation.

BUDGET SUMMARY

H.I.S.'s budget proposal for Fiscal Year 1995 (FY 95) is \$22,894,000. The FY 95 budget categories are compared with FY 94 in the following table:

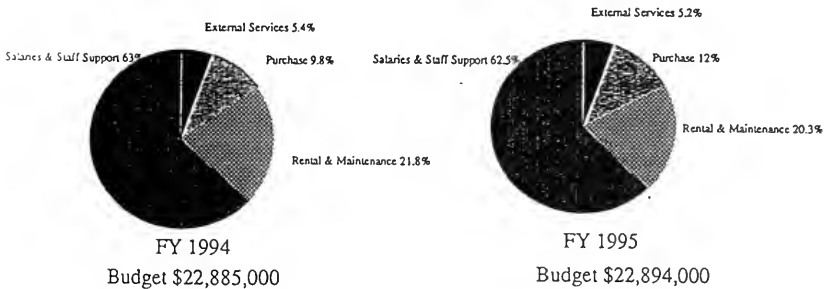
FY 95 REQUEST COMPARED WITH FY 94 AUTHORIZATION (\$,000)

	FY 95 Request	FY 94 Authorized	Incr (+) Decr (-)
<u>Total Budget</u>	<u>\$22,894</u>	<u>\$22,885</u>	<u>\$9</u>
Salaries	\$13,959	\$14,121	-\$162
<u>Staff Support</u>	<u>\$335</u>	<u>\$296</u>	<u>\$39</u>
Training	175	140	35
Travel	70	65	5
Telephone	74	71	3
Technical Publ.	16	20	-4
<u>Rental & Maint.</u>	<u>\$4,649</u>	<u>\$4,988</u>	<u>-\$339</u>
Equipment	3,309	3,678	-369
Software	1,340	1,310	30
External Services	\$1,195	\$1,245	-\$50
<u>Purchases</u>	<u>\$2,756</u>	<u>\$2,235</u>	<u>\$521</u>
Equipment	1,683	1,340	343
Software	613	475	138
Supplies	460	420	40

The significant increases are in the equipment and software purchase categories, with slight increases in staff support and software rental costs. Reductions in the remaining budget categories effectively offset the increases. The pie charts below show the distribution of FY 94 and FY 95 budgets among the major object classes.

H.I.S. Budget Distribution

FY 1994 - FY 1995



FUNDING

H.I.S.'s FY 95 proposed budget total is virtually the same amount as the FY 94 authorization. However, in FY 95 H.I.S. will require additional funding by direct appropriation, an increase of \$1,917,000 (13.2%). The following chart shows how funding is derived:

Dollars in \$,000's					
	FY 95 Proposed		FY 94 Authorized		FY 95 Over+/Under- FY 94
Budget Amount	\$22,894	100%	\$22,885	100%	+ 9
<u>Less Reimbursements</u>	<u>6,420</u>	28%	<u>8,328</u>	36%	- <u>1,908</u>
Direct Appropriation	\$16,474	72%	\$14,557	64%	+ 1,917

The FY 95 reimbursement forecast is lower than that of FY 94 because our major customers have predicted that budget constraints will restrict their usage of H.I.S. services and thereby reduce reimbursements. Another reason for lower reimbursement is that our expectations for new business in FY 94 and in FY 95 are less than originally estimated. The FY 95 appropriation request of \$16,474,000 is predicated on H.I.S. receiving \$6,420,000 in reimbursements: \$5,220,000 from current services, and \$1,200,000 in additional business.

The H.I.S. reimbursement forecast is as follows:

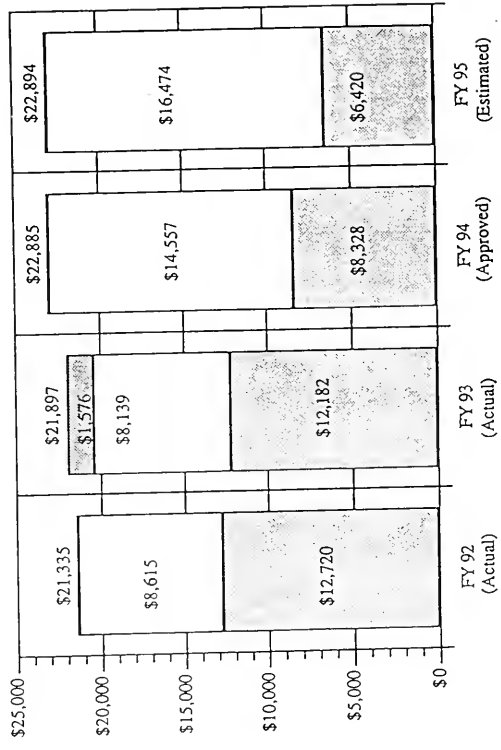
REIMBURSEMENT FORECAST
(\$,000)




Source	FY 95 Estimate	FY 94 Estimate	FY 95 Over+/Under- FY 94
<u>Total</u>	<u>\$6,420</u>	<u>\$8,328</u>	<u>-1,908</u>
<u>Current Services:</u>	<u>\$5,220</u>	<u>\$5,318</u>	<u>- 98</u>
GAO	2,900	3,000	- 100
CBO	1,000	1,100	- 100
PROPAC	760	718	+ 42
Others	560	500	+ 60
New Business	\$1,200	\$3,010	-1,810

FY 94 funding of H.I.S. services provided to internal customers was changed from reimbursement to direct appropriation. Our FY 94 requested appropriation was \$9,646,000, and reimbursement from previously paying customers was forecast at \$6,510,000, totaling \$16,156,000 in estimated funds expected from the two sources. The final combined appropriation was \$14,557,000, which is \$1,599,000 (9.9%) less than was requested.

Also, much of the new business expected in FY 94 from GAO and other customers apparently will be delayed at least until FY 95, causing an estimated \$1,411,000 funding shortfall in FY 94, in addition to the above mentioned \$1,599,000 reduction. The net effect on the H.I.S. FY 94 operating budget is a reduction of \$3,010,000 which is a 13.2% shortfall, to bring the planned budget of \$22,885,000 down to \$19,875,000.

H.I.S. FUNDING HISTORY FY 92-FY 95 (\$,000)



-  Carryover
-  Appropriated Funds
-  Reimbursements

The chart on the opposite page shows the breakdown between appropriations and reimbursements since FY 92.

COMPARISON OF FY 94 AND FY 95 BUDGETS

To reduce the FY 94 operating budget to the estimated funding level of \$19,875,000, it is necessary to defer indefinitely \$1,713,000 in planned FY 94 expenditures, and to postpone \$1,297,000 until FY 95. The delayed FY 94 items are important but not as time critical as those items which are essential for the completion of current commitment in progress. As shown on the chart on page 2, the cost of those postponed items of \$1,297,000, is augmented by another \$1,722,000 for expected growth in workload (\$872,000), price level increases (\$178,000) and mandatory changes (\$672,000).

A more detailed breakdown by object class follows in the next two charts, which demonstrate how the changes in the FY 94 budget affect the FY 95 budget plan. The first chart compares the authorized and revised operating budget for FY 94, splitting the reduction into two columns, one showing amounts for activities delayed indefinitely and another with those postponed to FY 95. The second chart starts with the FY 95 current services base, carries forward the amounts postponed from FY 94, and adds the column for FY 95 growth, showing the net increase and the resulting FY 95 budget request.

FY 94 BUDGET
(\$,000)

	Authorized (H.R. 2348)	Revised Operating Budget	Items Delayed Indefinitely	Postponed to FY 95
<u>Total Budget</u>	<u>\$22,885</u>	<u>\$19,875</u>	<u>\$1,713</u>	<u>\$1,297</u>
Salaries	\$14,121	\$13,133	\$834	\$154
<u>Staff Support</u>	<u>\$296</u>	<u>\$246</u>	<u>\$25</u>	<u>\$25</u>
Training	140	100	15	25
Travel	65	60	5	--
Telephone	71	71	--	--
Technical Publ.	20	15	5	--
<u>Rental & Maintenance</u>	<u>\$4,988</u>	<u>\$4,151</u>	<u>\$555</u>	<u>\$282</u>
Equipment	3,678	2,943	485	250
Software	1,310	1,208	70	32
External Services	\$1,245	\$1,050	\$115	\$80
<u>Purchases</u>	<u>\$2,235</u>	<u>\$1,295</u>	<u>\$184</u>	<u>\$756</u>
Equipment	1,340	725	92	523
Software	475	275	42	158
Supplies	420	295	50	75

FY 95 BUDGET
(\$,000)

	Budget Base (FY 94 Oper)	Postponed from FY 94	FY 95 Growth	Net Incr.	Budget Request
<u>Total Budget</u>	<u>\$19,875</u>	<u>\$1,297</u>	<u>\$1,722</u>	<u>\$3,019</u>	<u>\$22,894</u>
Salaries	\$13,133	\$154	\$672	\$826	\$13,959
<u>Staff Support</u>	<u>\$246</u>	<u>\$25</u>	<u>\$64</u>	<u>\$89</u>	<u>\$335</u>
Training	100	25	50	75	175
Travel	60	--	10	10	70
Telephone	71	--	3	3	74
Technical Publ.	15	--	1	1	16
<u>Rental & Maint.</u>	<u>\$4,151</u>	<u>\$282</u>	<u>\$216</u>	<u>\$498</u>	<u>\$4,649</u>
Equipment	2,943	250	116	366	3,309
Software	1,208	32	100	132	1,340
Ext. Services	\$1,050	\$80	\$65	\$145	\$1,195
<u>Purchase</u>	<u>\$1,295</u>	<u>\$756</u>	<u>\$705</u>	<u>\$1,461</u>	<u>\$2,756</u>
Equipment	725	523	435	958	1,683
Software	275	158	180	338	613
Supplies	295	75	90	165	460

ANALYSIS BY OBJECT CLASS.

Salaries The FY 95 total is \$13,959,000, an increase of \$826,000 (6.3%) over the revised FY 94 operating budget. The increase covers mandatory changes (annualization of 1994 locality pay, 1995 Employment Cost Index adjustment ("COLA"), 1995 Locality Pay adjustment), and meritorious pay adjustments postponed from FY 94. No increase in staff is requested.

Staff Support Staff support includes training, travel, telephone, and technical publications. The increase in staff support is a result of higher costs associated with travel to Members' district offices for installation of software and training, and technical documentation, hardware, and software for system development staff. Additional funds are requested for training H.I.S. staff who will be transferred from technical and administrative functions to customer service positions.

Rental & Maintenance New in FY 95 are the increases amounting to \$116,000 in mainframe hardware rental and maintenance costs. As the mainframe central computer is over one year old, the warranty has expired and maintenance must be purchased. Also, \$100,000 in software rental and maintenance will be needed for increases in vendor fees. These two items account for 43% of the \$498,000 increase. The remaining increase, totaling \$282,000, stems from items postponed from FY 94, principally for the expanded baseline of equipment and software required to support E-Mail, CD-ROM, ISIS, Network operations and management, Internet access, color copying, and graphics for Members and committees, as well as security and anti-virus software.

Purchase The amount proposed (\$2,756,000) tracks closely with the amount (\$2,509,000) identified as capital investment. The base amount, \$1,295,000, will pay for recurring purchase requirements, such as supplies and replacement and upgrading of

office equipment, computers, and obsolescent communications devices. Slightly over half (52%) of the increase requested is for items which were postponed from FY 94 because of budget constraints. The major equipment items in the FY 95 purchase allocation (including postponed items) are as follows:

\$267,000	Frame Relay equipment for district communications
\$252,000	FDDI equipment for House backbone network growth
\$180,000	Ethernet equipment for member offices
\$250,000	ISIS server computers for workload growth
\$100,000	ISIS backup computers to provide reliability
\$150,000	Classroom equipment upgrades

Provision is also made for printer and disk upgrades, additional CD-ROM capability, and modem and gateway hardware.

The major software purchase costs are:

\$75,000	Mainframe operating systems software
\$75,000	Multimedia software
\$65,000	Network management and communications software
\$50,000	High-availability backup systems
\$47,000	Mainframe database management system upgrades
\$25,000	Product evaluation
\$25,000	Security and antivirous software
\$25,000	Customer support system software
\$20,000	ISIS word processing.

Also included in this category are the upgrade and new release versions of currently installed software.

External Services The largest cost in this category, \$705,000, is for subscriptions to databases for the Member Information Network from Associated Press, Reuters, USA Today, Dow Jones, LA Times, Congressional Quarterly, and others. There also are \$240,000 for the use of an external service bureau for committee applications and \$100,000 for hot site backup for critical mainframe applications. The amount of \$40,000 is allocated for contractor assistance in establishing facilities through which Members and committees can make information available to the public via the Internet. It also will be necessary to contract for assistance in Member office moves in the 104th Congress.

CAPITAL IMPROVEMENTS.

In FY 95, H.I.S. can continue to adequately meet current demand and assist House offices in making their operations more cost-effective without any real growth in H.I.S. staff or operating expenses. However, the existing physical infrastructure; the networks, online databases, and computing facilities, used directly by Members and Committees; will not meet the expected demand. Accordingly, The FY 95 budget request includes \$2,509,000 in capital improvements. This amount, 11% of the total FY 95 request, is necessary to upgrade and expand shared facilities to continue acceptable levels of reliability and performance. The two tables below show House infrastructure improvements supported by the H.I.S. budgets for FY 93, FY 94, and FY 95 exclusively for its customers; the first by customers, the second by category of technology.

CAPITAL INVESTMENT FY 93 - FY 95 (BY CUSTOMERS)

	FY 93 Actual	FY 94 Estimate	FY 95 Proposed
Total	\$1,592,029	\$734,500	2,509,000
Members	457,705	\$224,000	\$515,000
Committees	60,597	116,000	93,000
Members & Cmtes.	221,434	124,800	654,000
All House Offices	747,911	230,000	723,000
All Customers	104,382	39,700	524,000

CAPITAL INVESTMENT FY 93 - FY 95 (BY CATEGORY)

	FY 93 Actual	FY 94 Estimate	FY 95 Proposed
Total	\$1,592,029	\$734,500	2,509,000
Networks	\$1,216,110	534,000	\$910,000
Office Systems	262,100	75,400	736,000
Electronic Mail	91,480	100,000	40,000
Central Computing	--	25,100	368,000
Customer Service Equip.	22,339	--	455,000

These tables depict the impact of the funding shortfall in FY 94. Capacity upgrades deferred in FY 94 will be made as early as possible in FY 95 to avoid any degradation of service. Referring to the FY 95 column in the "category" table immediately above, Networks requires the largest amount. The principal need is to continue to expand the FDDI backbone network in order to shift the growing data traffic among office locations away from the older and slower Ethernet backbone, which is beginning to develop congestion points. The next largest infrastructure upgrade need is to support office systems. This support includes additional server computers for the increasingly popular ISIS system, use of the National Change of Address database, and resultant H.I.S.-provided adjuncts to Member and Committee office systems. The House Electronic mail system will require another \$40,000 to provide the capacity for the last few offices to participate. The investment for central computing is needed to upgrade computer security capabilities, including the off-site data storage necessary for disaster recovery. The amount in the customer service equipment category provides for upgrading and replacing equipment and software used for desktop publishing, chart making, and for user assistance and software support to Members and Committees.

ANALYSIS OF BUDGET RISKS. In keeping with the guidance received, the FY 95 budget request represents a minimalist approach. The needs of offices that rely upon H.I.S. may not be fully satisfied. The areas where support to House offices may be delayed due to resource availability are these:

104th Congress Office Moves. H.I.S. shares responsibilities with office system vendors to remove and re-install systems in conjunction with new Congress office moves.

House Backbone Network. There are a limited number of FDDI router connections available.

Customer Service. Offices will need to become more self-sufficient as H.I.S. support staff are spread over a wider base.

Internet Access. Offices will look to H.I.S. for software, support, and training to exploit the Internet. H.I.S. cannot ensure that all offices will have optimal backbone network connections for Internet access.

ISIS Implementation. Demand for ISIS access will be limited by H.I.S.'s ability to expand the common "server computer" infrastructure on which its design is based.

District Office Support. Through networking, Members are distributing more work to district staff. H.I.S. resources for supporting remote users are extremely limited.

Support Office Systems. House support offices require systems improvements that will tax H.I.S. resources.

MicroMin Modernization. Redesign is needed to make this system work up to its potential in the Washington-district network mode.

II. OBJECTIVES AND INITIATIVES

FY 95 PROGRAM

The proposed budget will sustain current H.I.S. services and allow continuation of a multi-year program instituted to upgrade the data communication, computing and information infrastructure needed by Members and Committees. The focus of the following discussion is to provide an understanding of H.I.S.'s plans and objectives for FY 95. Appendix B outlines the breadth and depth of the baseline of systems and services provided to House offices by H.I.S. Appendix C contains narrative highlights of H.I.S. accomplishments during FY 93. The two taken together provide the background for the proposed budget.

H.I.S. Roles and Responsibilities.

H.I.S. has two roles. First, it is a service provider responding to and anticipating the specific information system and support needs of Members, Committees and Officers. Second, H.I.S. provides an infrastructure of shareable databases and networks.

As House offices have increasingly turned to computers and networks to improve their operations, H.I.S.'s responsibilities have grown as well. Virtually every office and operation in the House now make use of the "invisible services" provided by H.I.S. on which House Members and staff have come to rely.

H.I.S. has two main responsibilities. The first is to protect the reliability and maintain the performance and capacity of the computers, networks, and related services on which the House depends for its day-to-day operations. The second is to seek additional improvements through technology. How H.I.S. supports these responsibilities is explained below.

MAINTENANCE AND EXPANSION OF CURRENT SERVICES

In FY 95, H.I.S. needs to address the following objectives.

Improve and expand customer service. An increasing portion of H.I.S. resources will be devoted to customer service. This will include hardware, software, and training materials to improve the efficiency and productivity of customer service operations.

Expand network capacities and subscribership. The use of data communication networks is the fastest growing area of H.I.S. operations. The main capacity improvements needed are (1) installation of more FDDI network routers both to divert traffic growth from the near-saturated Ethernet network and to provide each office with secure access to the outside world via the Internet; (2) acquisition of additional frame relay equipment so that additional offices will be able to integrate their Washington and district networks; (3) acquisition of additional equipment to allow more Committees to establish private local area networks.

Expand ISIS facilities and subscribership. Additional server computers and software licenses will be required to respond to the expected demand from Member and Committee offices for access to the ISIS system.

Upgrade of the MicroMIN system. Once state-of-the-art, MicroMIN needs to be modernized so that it will work effectively with the more powerful PCs now available and can be used more efficiently in district offices.

SERVICES AND INITIATIVES

In addition to expanding the capacity and usage of the current baseline, H.I.S. proposes to continue the following initiatives.

Expand Internet access. In addition to providing Members and Committees with assistance in accessing the Internet, H.I.S. will provide computer and software facilities which Members and Committees can use to establish bulletin boards,

electronic discussion forums, and document archives which they can provide to constituents and/or the general public.

Expand ISIS capabilities. In addition to expanding the availability of ISIS, H.I.S. proposes to extend its capabilities by expanding the range of information and features available.

Public Access to House information. In FY 94, H.I.S. will establish on a test basis an information server on the Internet through which the general public will be able to electronically access such Congressional information as directed by the Committee. It is proposed that databases of interest to the public, such as the Text of Legislation, be made available.

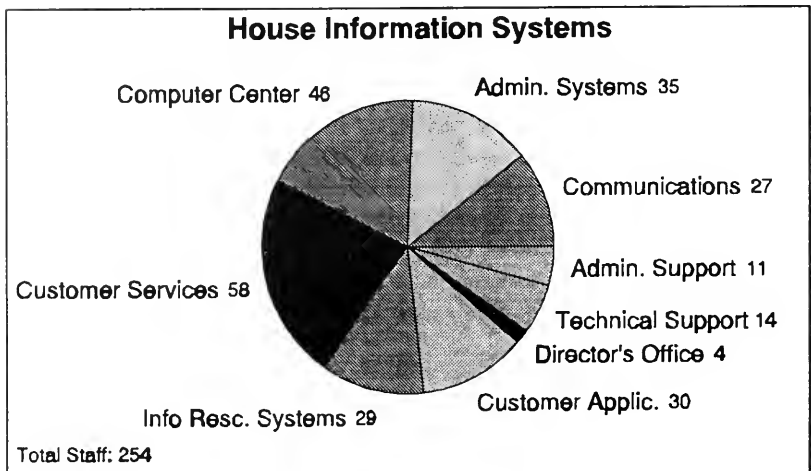
Develop CD-ROM capabilities. H.I.S. proposes to expand its own capability in CD-ROM and imaging technologies so it can offer success similar to that of the Law Revision Counsel in publishing the U.S. Code on CD-ROM to other offices with publishing responsibilities and to better equip itself to support Member and Committee offices in their use of information available via CD-ROM.

APPENDIX A

HOUSE INFORMATION SYSTEMS
ORGANIZATION AND STAFFING

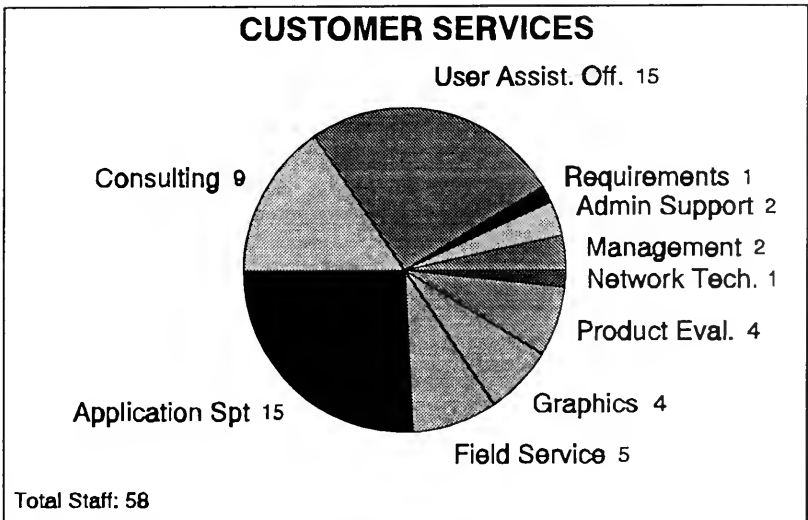
ORGANIZATION. House Information Systems is comprised of six line organizations and a Director's Office, which manages organization-wide technical and administrative support. Although each division has a defined mission and responsibilities, multi-divisional task forces are frequently used to pool the best available talent to meet House priorities.

The chart below depicts the overall organization and staffing allocations. The mission and staffing allocations for each of the line organizations are presented on the following pages.



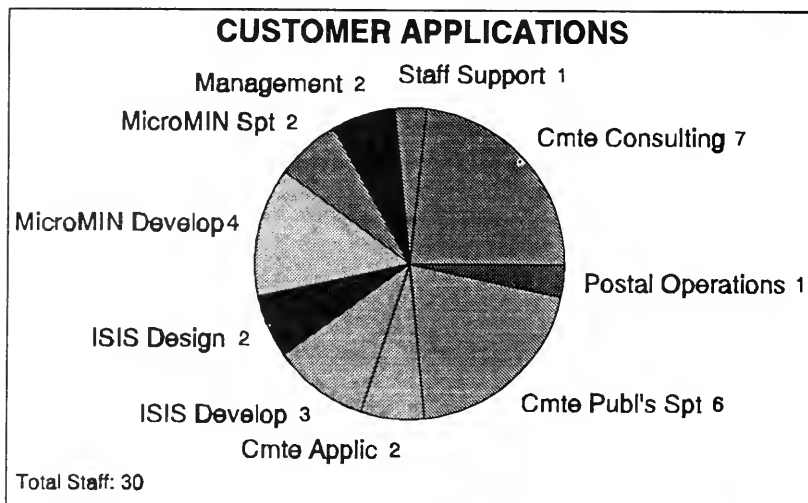
CUSTOMER SERVICES. The Customer Services Group (CSG) provides office automation support for all House offices and is responsible for all systems, products, and services provided specifically for House Member and Leadership offices. CSG provides a telephone hotline service, training, procedural assistance, installation, support and service for all H.I.S. developed personal computer-based systems, including MicroMIN and ISIS; support of commercially-available hardware and software products approved for House use; and Member Information Network Services (MIN).

CSG supports off-the-shelf hardware and software for microcomputers and provides training and education; desktop publishing; color graphics and printing; and Computer Aided Design (CAD).



CUSTOMER APPLICATIONS. The Customer Applications Group (CAG) provides office systems and automation support to Members and committees including applications development, assistance in acquiring computer systems, support in the use of PCs and minicomputer systems; publications support for the production of House documents, such as hearings, calendars, bills, reports, and U.S. Code revisions; and development of MicroMIN, ISIS clients, and other office automation applications for Members and committees.

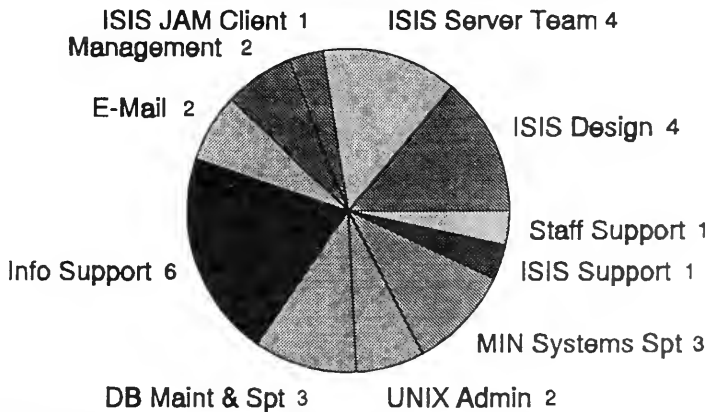
CAG provides direct user support for all systems, products, and services provided specifically for House committees.



INFORMATION RESOURCE SYSTEMS. Information Resource Systems provides, maintains, and supports shareable information and information processing solutions for all House offices. Specifically, IRS is responsible for the development, operation, and support of the Member Information Network (MIN), the new Integrated Services and Information System (ISIS), Electronic Mail, and manages and supports House use of the Internet.

IRS is also responsible for designing and implementing the House's Internet Information Server. The Information Server will provide for public access to House specific information, such as the *Congressional Record*, *Text of Legislation*, *Legislative Status*, and *Directory*. Moreover, IRS will support implementation of House bulletin boards, forums, discussion groups, and electronic town meetings.

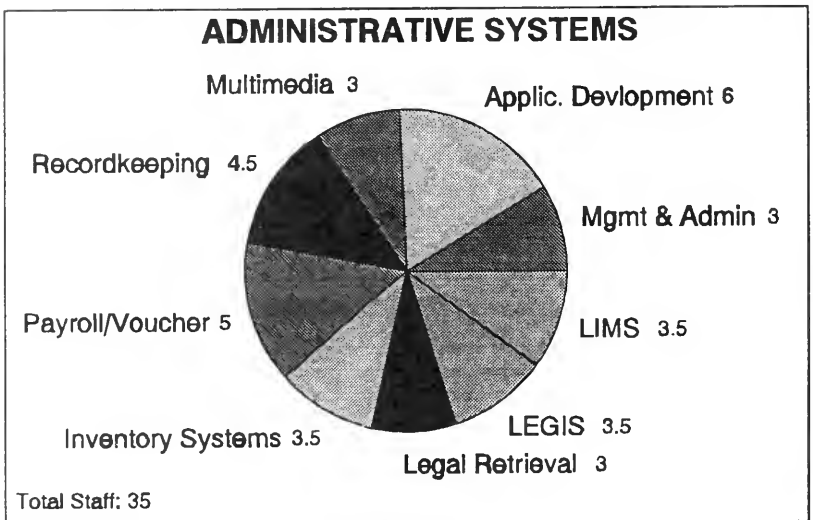
INFORMATION RESOURCE SYSTEMS



Total Staff: 29

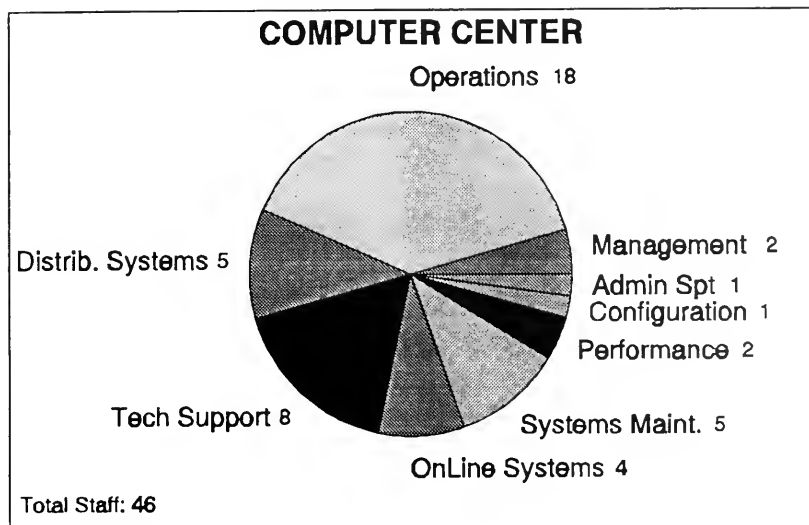
ADMINISTRATIVE APPLICATIONS. Administrative Systems (AS) provides the computer systems, services and support required for the legislative and business processes of the House and, thus, is responsible for all systems, products, and services provided specifically for House Officers and support offices and maintains databases used for information retrieval throughout the House.

AS activities range from supporting very large mainframe-based online transaction processing and record-keeping systems to PC LAN-based client/server applications for specialized processes using development software such as Advanced Revelation, FoxPro, and Visual Basic. In addition, AS provides leadership for all House offices in the areas of document image management, CD-ROM, multimedia and barcode technologies.



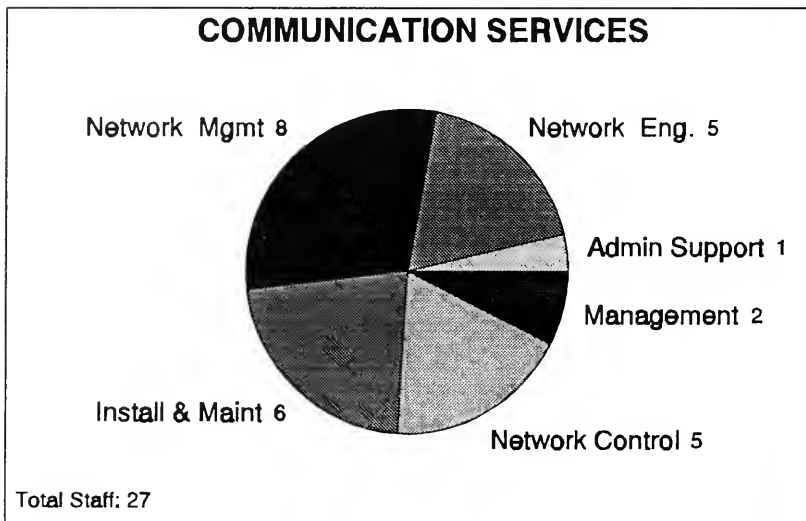
COMPUTER CENTER. The Computer Center (CC) is responsible for and manages all central computer support and services required by H.I.S.'s customers and the H.I.S. divisions. CC manages all mainframe time-sharing services provided to Legislative Branch customers. CC provides and maintains a full-service 24 hours, seven days per week central computing environment including hardware, software, and support services for all centrally operated applications.

CC promotes the efficiency of the systems, services and applications it supports by setting standards and conventions for the use of shared facilities, management of facilities' usage, and evaluation and adoption of advanced technology. CC provides and maintains all mainframe-resident software, as well as centrally located software on multiple and distributed platforms.



COMMUNICATION SERVICES. Communication Services (CS) provides data communication capabilities for House offices in response to requests and requirements presented by House offices and H.I.S. divisions. CS is responsible for designing, implementing, operating, and managing all data communication facilities required by House offices, both in Washington and across the nation. CS is responsible for establishing and maintaining an efficient data communication architecture for the entire House. Communication service is currently provided to over 400 Member offices, 21 committee offices, and 24 House Support offices.

CS provides advice and support to H.I.S. and vendor application developers, and sets standards and conventions for communication interfaces and systems interoperability.



APPENDIX B
HOUSE INFORMATION SYSTEMS
BASELINE SERVICES AND OPERATIONS

The baseline services and operations provided by H.I.S. are enumerated below in outline format. The intent is to portray the breadth and depth of the House information technology infrastructure provided by H.I.S. FY 93 activity levels are used. Except for the Broadband Cable Network and training for Digital Equipment Corporation (DEC) users, which are being phased out, activity volumes are expected to grow throughout FY 94 and FY 95.

SUPPORT SERVICES

HOTLINE

- Troubleshooting Assistance (22,412 requests)
- Application Help (12,477 problems)
- Training Scheduling (7,964 calls)
- District Support (4,068 requests)

CLASSROOM TRAINING

- Getting Started (116 classes, 656 students)
- Federal Funding (23 classes, 49 students)
- Legislative Services (34 classes, 98 students)
- MicromIN (136 classes, 379 students)
- CMS (64 classes, 232 students)
- Casework (19 classes, 27 students)
- Scheduling (19 classes, 48 students)
- Accounting/Balance Sheet (20 classes, 33 students)
- Congressional Quarterly (5 classes, 5 students)
- Bulletin Bd./Tracking/MIN-Mail/Meeting (7 classes, 7 students)
- Office Automation (11 classes, 9 students)
- ISIS (63 Members, 12 committees, 4 other, 499 total students)
- ISIS-AREV/MAC (14 classes, 51 students)
- ISIS-JAM (26 classes, 98 students)

Introduction to PCs (52 classes, 219 students)
 Advanced DOS (22 classes, 72 students)
 WordPerfect (217 classes, 775 students)
 Lotus 1-2-3 (37 classes, 128 students)
 Clerk Hire (26 classes, 16 students)
 Official Expenses (24 classes, 58 students)
 PageMaker (47 classes, 154 students)
 System Manager (31 classes, 121 students)
 Windows (63 classes, 355 students)
 Introduction to Macintosh (36 classes, 90 students)
 MAC Accounting (11 classes, 15 students)
 Microsoft Word (50 classes, 100 students)
 PageMaker (35 classes, 57 students)
 FileMaker (12 classes, 15 students)
 Word-11 (6 classes, 34 staff)
 Advanced Word-11 (3 classes, 12 students)
 Technical Courses/Seminars (6 classes/seminars, 62 students)
 Integrated Sys. & Info Svcs. (ISIS) (79 offices, 499 students)

ON-SITE TRAINING

Legal Retrieval (21 sessions)
 Committee Accounting & Personnel (270 sessions)
 Committee Equipment Inventory (30 sessions)

PRODUCTION SERVICES

Desktop Publishing/Graphics (2,881 contacts)
 Software Support (14,071 contacts)
 PageMaker Technical Assistance (974 calls)
 DOS & Windows Support (154 calls)
 FileMaker Support (128 calls)
 Color Graphics (912 large plots, 14,386 copies)
 Color Printing/Transparencies (105 printed)
 Color Scanning & Printing (735 work orders)
 Constituent Labels (4,230,759 printed)
 National Change Of Address (NCOA) (37,391,311 names in 284 lists)

Member MicroMIN Database Conversions (57 conversions)
 Legal Retrieval Autotracking (11,161 reports generated)
 Lotus-based Accounting Systems (133 installed)
 Macintosh Accounting Applications (21 offices supported)
 Committee Labels System (9,340 sets generated)
 New Congress (200 slides, 76 plots, 3360 color copies)

INFORMATION RETRIEVAL

Federal Register & Funding Reports (7,540 generated)
 Legal Research (72 research projects)
 Database Evaluations (7 requests)

CONSULTATIONS/DEMONSTRATIONS

Office Automation Help (10,840 Members ,12,029 Committees)
 Proactive Office Visits (Members: 413, Committees: 1473)
 Services/Systems Seminars (15 seminars)
 Equipment Configurations (294 Members, 55 Committees)
 Product Evals. (2,436 contacts, 68 items, 832 inquiries)
 Hardware Evaluations (43 completed)
 Software Evaluations (25 completed)
 Product Demonstrations (6,229 conducted)
 ISIS Demonstrations (86 presentations)
 Site Surveys (Members: 685, Committees: 360)
 District Office Visits (16 trips)
 Quarterly District Newsletter (4 issues)
 House User Groups (36 meetings coordinated)
 Legal Support (454 consultations)

FIELD SERVICES

Hardware Troubleshooting (6,152 requests)
 PC Hardware Repair (4,399 calls)
 PC Hardware & Software Installations (2,521 installs)
 Macintosh Hardware/Software Support (1,570 calls)
 Committee Technical Support (900 requests)
 Committee Accounting/Personnel Systems (800 calls, 250 visits)

Committee Calendars (19 published)
 Network Services (2,225 calls)
 LAN Support (175 Member LANs, 45 Committees LANs)

CENTRAL INFORMATION SYSTEMS

MEMBER INFORMATION NETWORK

Monthly Accesses (190,541 sessions)
 Monthly Transactions (3,559,583 commands)
 Monthly Usage (660 offices, 5,155 users)

NEWSWIRE SERVICES (79,208 accesses per month)

Associated Press (58,014 accesses, 14,486 articles)
 USA Today (1,346 accesses, 1,540 articles)
 Reuters (8,942 accesses, 7,452 articles)
 Hotline (9,939 accesses, 6,529 articles)
 Education (135 accesses, 2,885 articles)
 Healthline (728 accesses, 3,284 articles)

FEDERAL FUNDING/STATISTICS SERVICES (1,761 accesses per month)

Economic Indicators (114 accesses, 42 tables)
 Federal Budget (72 accesses, 200 menu options)
 Available Grants (930 accesses, 1,346 grants)
 Awarded Grants (111 accesses, 1,107,629 grants)
 Available Contracts (44 accesses, 18,982 contracts)
 Awarded Contracts (41 accesses, 644,786 contracts)
 Geographic Profile (449 accesses, 145,835 profiles)

LEGISLATIVE SERVICES (78,200 accesses per month)

Floor Proceedings (6,681 accesses, full day's debate)
 LEGIS (60,150 accesses, 86,465 bills/res 98th Cong. on)
 Congressional Record (3,516 accesses, 553,891 documents)
 Congressional Quarterly (2,714 accesses, 32,211 articles)
 U.S. Code (168 accesses, 63,817 documents)

Text of Legislation (4,658 accesses, 101,663 bills/res.)
 Compilations of Acts (110 accesses, 11,678 acts/statutes)
 Rules, Procedure & Precedents (52 accesses, 2,425 items)
 Code of Federal Regulations (147 accesses, 172,586 recs.)
 House Votes (4,869 accesses, 10,218 votes 101st Cong. on)

INFORMATION SERVICES (10,189 accesses per month)

House Bulletin Board (8,133 accesses, avg. entries: 283)
 Democratic Bulletin Board
 Republican Bulletin Board

ADMINISTRATIVE SERVICES (21,183 accesses per month)

House E-Mail (464,757 messages processed in 1993)
 MIN E-Mail (18,226 accesses, 362,664 messages)
 Member Scheduling (2,519 accesses, 21 Members)
 Teledex (323 accesses, 9 Members)
 Tracking (106 accesses, 11 Members)

ISIS SERVICES (202 offices, 2,293 users)

Newswires (215,130 accesses, 3,285,628 records)
 Legislative Process (62,688 accesses, 2,005,812 recs.)
 House Votes (15,210 accesses, 50,790 records)
 Mail Labels (11,027 accesses, 31,860 records)
 Periodicals (8,859 accesses, 275,995 records)
 Awarded Grants (2,444 accesses, 11,131,619 records)

SPECIAL PURPOSE CUSTOM SYSTEMS

TELEPHONE BILLING SYSTEM

Long Distance (7,500,000 calls processed)
 Voucher (8,257 processed)
 Billing/Usage (5000 reports)
 District Telephone Billing (9,890 bills, 825 average monthly)

PARKING OFFICE PERMIT SYSTEM (32,200 Parking Stickers Issued)**Parking Permits****Permits Issued** (29,500 permits)**Temporary Permits** (20,200 issued)**Permanent/Active** (9,258 issued)**Parking Spaces****Total Spaces** (6,200 spaces)**Carpool Spaces** (720 spaces)**Enforcement** (6,300 tickets issued)**PERSONNEL TRACKING SYSTEMS****Position and Longevity Tables** (106 tables)**Doorkeeper** (800 records)**Clerk** (11,000 records)**CAMPAIGN FINANCING SYSTEM****Individuals Seeking House Seats** (3,500 individuals)**Reports** (20,000 reports issued)**ATTENDING PHYSICIAN****Medical Information System** (20,000 entries)**Medical Record System** (1,000 records)**POSTMASTER****Mail Accounting System** (110,000 entries/records)**Address Correction/Postage Due** (2,000 records)**PUBLICATION DISTRIBUTION SYSTEM****Packages Mailed** (50,000 per year)**Bulk Mailings** (6,500 per year)**Publication Tracking** (200 per year)**LAW REVISION COUNSEL****U.S. Code CD-ROM** (2 releases)**U.S. Code Classification Tables** (426 reports)

HOUSE RESTAURANT

Biweekly Payroll (300 employees)
 Inventory (3,000 items)
 Ledger System (400 accounts)
 Invoices (3,000 per month)

OTHER OFFICES

Beauty Shop Inventory & Accounting (1,000 items)
 Carpool/Rider Matching (639 matches)

LOBBY ACT SYSTEMS

Lobbyists Tracking (17,488 lobbyists/transactions)
 Quarterly Reports (48,884 reports)

PAGE SCHOOL

Student Information (90 students)
 Teacher Matrix (17 items)
 Class Information (17 classes)

SERGEANT AT ARMS

Member Payroll Optional Deductions (135 Member records)
 Thrift Savings Plan (4,320 Member records)
 Treasury Checks (9,600 checks)

FINANCIAL DISCLOSURE SYSTEM

Reports (3,000 submitted)
 Member Disclosures (440 Members)
 Staff Disclosures (2,300 staff)

SPECIALIZED COMMITTEE APPLICATIONS

COMMITTEE ON AGRICULTURE

Tobacco Imports System

COMMITTEE ON ARMED SERVICES

Classified Document Tracking System

Hollinger Box System

COMMITTEE ON ENERGY AND COMMERCE

Collagen Tracking System

COMMITTEE ON VETERANS' AFFAIRS

Drug Theft Tracking System

OFFICE OF FAIR EMPLOYMENT PRACTICES

Complaint Tracking System

COMMITTEE ON SCIENCE, SPACE & TECHNOLOGY

Chemical Emission Tracking System

COMMITTEE ON STANDARDS OF OFFICIAL CONDUCT

Financial Disclosure System

COMMITTEE ON WAYS AND MEANS

Committee Calendar Supplemental Support System

HUMAN RIGHTS CAUCUS

Casework Tracking System

CENTRAL PROCESSING SYSTEMS**FINANCIAL MANAGEMENT SYSTEM**

Payroll Checks (45,188 generated)
Payroll EFTs (121,257 processed)
State & Federal Tax Checks (516 generated)
House Employees (16,919 during year, 11,633 per month)
Vouchers (210,293 paid, 107,625 checks written)
W2's (17,000 generated)
Offices (880 House offices)
Ledger Accounts (50,000 accounts)

OFFICE EQUIPMENT SYSTEM

House-owned Equipment (114,925 items)
Leased Equipment (351 items)
Disposals (11,358 items)
Trade-ins Processed (1,005 items)
Acquisitions (20,277 items)
Service Call Invoices (871 invoices)
Maintenance Contract Invoices (23,104 invoices)
Purchase Invoices (3,201 invoices)
Revenues Charged (\$23,350,035)
Stock Items (1,052 parts)
In-House Repairs (1,444 repairs)
Vendor Repairs (1,183 repairs)
Purchase Orders (2,008 orders)
Payment Vouchers (2,008 vouchers)
Approved List Changes (3,980 modifications)

Legislative Information Management Systems (LIMS)

LIMS (15 applications, 386,696 records/year)
ISIS Data Transfer (257,572 records)
House Votes (1,784 votes)
House Legislative Calendar (2,600 copies printed each Cong. day)

Legislative Activity Guide (500 copies, 350 pages each)
 LEGIS (25,000 Senate; 9,894 LOC transactions; 24,896
 Congressional Record page references; 106,976 House
 Actions processed)
 Member Profiles (1,760 total, 4 editions yearly, 1 per Member)
 Autotracking (1,231 requests)
 Reports Due to Congress (2,000 copies book/year, daily issues)
 Committee Calendars (19 cmtes., 300 pages each, 5,700 copies)

Department of Office Furnishings

Furniture Tracking (123,956 items)
 Building Supplies (3,160 items)
 Service Requests (28,864 requests)
 Loans Requests (4,385 requests)
 Acquisitions (4,181 items)
 Disposals (6,698 items)

DATA COMMUNICATION NETWORKS

House SNA Network (2,917 connections)
 House Ethernet Network (2,486 connections)
 House ASN Network (1,290 connections)
 House Wide Area Network (200 connections)
 House LAN/WAN Network (14 connections)
 House FDDI Backbone Network (184 connections)
 House Private Ethernet (23 committee connections)
 LAN Engineering Assistance (53 design requests)
 Network Troubleshooting (1,015 calls)
 Kermit Software (69 House office installations)
 Member Office Moves (334 offices, 111 new installs)
 Internet (7 connections)

MEMBER AND COMMITTEE OFFICE SYSTEMS**MICROMIN**

Totals (263 sites, 156 offices)
Member offices (129 offices)
Member Washington offices (113 sites)
Member District offices (123 sites)
Committees (21 sites)
House Support offices (6 sites)

ISIS

House offices (202 offices)
House users (2,293 users)

ELECTRONIC MAIL

House (192 Members, 59 committees, 8 Support offices)
Senate (34 offices)

OFFICE AUTOMATION ASSISTANCE - EASTERN EUROPE

(9 Legislatures, 3 system designs, 12 RFPs, 32 contracts)

APPENDIX C**HOUSE INFORMATION SYSTEMS****FISCAL YEAR 1993 ACTIVITIES****HIGHLIGHTS**

In FY 93, the last completed fiscal year, growth in House demand for information technology services provided by H.I.S. continued. With the exception of the House Broadband Network (which has been phased out) and VAX minicomputers in Committees (which are gradually being replaced by more efficient Local Area Networks), workload counts are up in every category. In addition, H.I.S. has assumed a leadership role in helping offices make the best use of information technology. This includes networking to integrate Members' Washington and district office operations, access to the Internet, communicating with constituents via electronic mail, publishing via CD-ROM, improving Hill-wide security via digitized imaging and access control, and further expansion of the ISIS system, which integrates databases with PC and Macintosh desktop technology.

The narrative below touches on most areas of H.I.S. accomplishments and activities for FY 93.

**DIRECT SERVICES TO MEMBERS AND COMMITTEES
MEMBERS.**

HOUSE ELECTRONIC MAIL. H.I.S. implemented a House-wide electronic mail capability that can interconnect all House office E-Mail systems and allows mail exchange with external users via the Internet and X.400 networks. Over 259 House offices now have access to other E-Mail capable Legislative Branch organizations, Executive Branch Agencies, the White House, and other organizations throughout the nation and the world. Seven Member offices, two committees, and the Minority Whip participated in a public E-Mail pilot, which lets offices receive and optionally reply to E-Mail from their constituents.

ACCESS TO THE INTERNET. A House connection to the Internet was established along with a security "firewall" to form the basis for all House Members and staff to access the resources of the Internet while protecting their own office systems from unauthorized access by outsiders. Implementation of Internet access for House offices will begin in FY 94.

MEMBER INFORMATION NETWORK (MIN). In FY 93, over 660 offices representing more than 5,155 users accessed MIN. MIN information databases totaled 83, with the addition of three new services: the Greenwire Newsletter, the Health Line Newsletter, and the Office of Technology Assessment Reports. The MIN Bulletin Board was expanded to 22 categories, which included the addition of White House press releases and transcripts.

As an adjunct to the MIN services, an electronic database holding Congressional district map boundaries for the 103d Congress was developed. These boundaries are used in the production of thematic maps displaying unemployment statistics, Federal contract/grant data, and Census demographic data. Maps were generated from this database for the House Banking Committee.

MICROMIN. MicroMIN is an integrated office automation package that runs on PCs and LANs, and includes correspondence management, word processing, office accounts, Member scheduling, casework tracking, and postal patron. In FY 93, 71 new MicroMIN sites were added, bringing the total to 263. Of these, 113 are Member Washington sites, 123 are district office sites, six are House Support office sites, and 21 are committee sites. MicroMIN applications software is being used in 156 offices (129 Member, 21 committees, and six House Support offices).

Over ten improvements were made to the MicroMIN. H.I.S. developed and installed a new MicroMIN release (Version 4.0) in 123 MicroMIN sites, delivered WordPerfect and WordPerfect Office installation tapes to Personal Computer (PC) Local Area Network (LAN) vendors to use in configuring new Member and committee file servers, and instituted a LAN vendor checklist to ensure that House LANs are installed to meet specifications.

Eighteen MicroMIN offices acquired the ISIS MicroMIN client. Interfaces for NCOA and ZIP+4 were improved, and 57 databases were converted to MicroMIN. Four MicroMIN user group meetings were held to glean comments and thereby improve operations. Work continued in improving installation and support. Twelve MicroMIN offices received follow-up visits to solicit feedback on support and services. An automated procedure was implemented for installing and updating MicroMIN software over the House Ethernet backbone. Also, a menu-driven support system was created from which all H.I.S. support functions can be performed to increase responsiveness to user problems and to give district office staff a more user-friendly access to these complex utilities.

CUSTOMER SUPPORT SERVICES. The User Assistance Office (UAO) fielded 49,662 hotline calls and resolved over half immediately. Field Services received 5,867 calls. A Telecommunications Device for the Deaf (TDD) was installed in the UAO to assist users with speech and hearing impairments.

In FY 93, H.I.S. Office Automation Analysts made 10,840 Member office contacts; provided 6,229 consultations and demonstrations to Member, Leadership, and House support offices; provided 294 equipment configurations; and made 413 proactive Member office visits to disseminate materials and address questions on H.I.S. services. Computer Effectiveness Reviews and Reports were completed for twelve new MicroMIN offices. A total of 685 site surveys (floor plans) and 158 flat wire surveys were performed

for House offices. In addition, consultants satisfied 290 requests for infotap information and 133 requests for cables and adapters.

Support staff published a quarterly House computer newsletter (*House Computer News*) that was distributed to 981 district and 800 Washington offices, planned and hosted two H.I.S. Open Houses to assist with office purchase planning, gave an overview of H.I.S. services to the Republican Press Secretaries Association, and coordinated 36 House User Group meetings.

Computer training classes were conducted for 2,968 House staff. Specialized courseware was developed for WordPerfect for Windows and used in training 70 staff from the Committee on Ways and Means. Special training classes in the use of basic WordPerfect were held for 60 staff of the Committee on Public Works and Transportation. Staff in 16 Member district offices were given training on MicroMIN and related applications. Outside training consultants were hired to handle the surge of PC training classes at the start of the 103d Congress. In FY 93, trainers began teaching MicroMIN classes. Courseware for Fundamentals of PCs and Understanding DOS was rewritten, and the following courseware was updated by H.I.S. staff: MIN (to include House E-Mail and new services); MicroMIN CMS, Casework, and Scheduling; Macintosh Accounting; Windows 3.1; and PC PageMaker 5.0. Three special computer training classes were held in which eight Members were trained and received overviews of H.I.S. services. Teaching staff attended a WordPerfect (WP) Office 4.0 Design Conference to gather information in designing courseware for WP Office 4.0. The following new software videotapes were added to the H.I.S. PC videotape library: DOS 6.0, WP 6.0, Word 5.1, Excel 4.0, FileMaker Pro 2.0, and Powerbooks.

During FY 93, H.I.S. updated and installed 133 Lotus 1-2-3-based Accounting Systems. The Macintosh Official Expenses application was installed in three new Member offices bringing the total count of Macintosh accounting offices to 21. A new accounting system was developed for the House Republican Policy Committee. The H.I.S. Official Expenses application was enhanced to facilitate printing and voucher processing, and the Macintosh Clerk Hire System was released as part of the Macintosh Accounting System. The Committee Accounting System was installed for the Committee on the District of Columbia.

Product Evaluations staff made 2,436 contacts and participated in negotiating and implementing the WordPerfect site license for the U.S. House of Representatives, renewed the Macintosh Virex anti-virus subscription license, and obtained a site license for Macintosh MacTCP software. Evaluations staff also tested, evaluated, and procured Central Point anti-virus NLM for H.I.S. Novell file servers. During FY 93, they completed testing and evaluation of 68 products proposed for the House Approved List

while satisfying 832 technical assistance requests, primarily from the Subcommittee on Office Systems regarding exception requests, vendor proposals, or approved vendor products and upgrades. Testing and evaluation of WordPerfect Office 4.0 and cc:Mail software, and WordPerfect for DOS 6.0 and DOS 6.0 were also completed. In an effort to improve the speed of MicroMIN district office communications, testing began of MicroMIN Version 4.0 in the LAN/WAN environment using the Citrix remote application server. Other major evaluations and acceptance testing completed included the new Healthline Service on MIN, Network Access Communications Software (NACS), and the Utopia and CBR Express help desk (expert system) software to expedite House user problem resolution.

Desktop Publishing (DTP) staff provided assistance on PageMaker calls, (up 25% from 781 to 974 calls), questions regarding scanning (up 75%, from 418 to 735), DOS and Windows calls increased 51% (from 102 to 154), and FileMaker support calls jumped from 81 to 128 calls, an increase of 58%. Large plot production was up 20% (from 759 to 912), color copy volume rose 96% (7,345 to 14,386), and color printing/transparencies went up 32%. In total, DTP and Graphics made 2,881 contacts with House users during FY 93. DTP staff developed a "What's New and Different" seminar and handout for PageMaker 5.0, and conducted a DTP/Color Graphics Services seminar for House offices. Staff also designed and produced the H.I.S. Catalog of Services, Services at a Glance, and the Computer Course Catalog in anticipation of the 103d Congress.

During FY 93, software support contacts totaled 14,071. To support House E-Mail, staff completed installation and configuration of an asynchronous bridge/connection server for four Members requesting access to WordPerfect (WP) Office E-mail for their district offices, upgraded the H.I.S. cc:Mail server with cc:Mail for Windows version 2.0, and installed OS/2 2.1 on the cc:Mail Multi-session Gateway. Digiboard was installed to increase dial-in capacity by allowing for up to eight concurrent modem sessions.

H.I.S. added 46 House office sites and 31 committees to WordPerfect Office E-mail and developed end-user training materials for cc:Mail. They also tested the Kermit communications software to replace NACS, developed several custom macros to ease its use, and completed installations for 52 Member and 17 committee, Leadership and House support offices.

Network technical services staff fielded 2,225 calls. Network technicians currently manage/monitor interconnected Novell file servers in the House environment; and evaluate NetWare 4.0, NetWare Loadable Modules, network utilities and network shells, as they become available from Novell. In FY 1993, they implemented Internetworking Packet Exchange (IPX) filtering restrictions for use with new Cisco routers to alleviate NetWare version 2.15 IPX routing problems. On a continual basis, network services provides troubleshooting and diagnosis for the House Ethernet backbone system and resolves IPX networking address problems with LAN vendors. As a special service, macros were created in WordPerfect 5.1 to allow access to down-loadable signature fonts for eight Members and one House support office.

H.I.S. technical staff also provided development and support, such as creating a voucher form for the House Finance Office using FileMaker Pro; developing a fully automated tracking system for both the Rayburn Catering Office and Capitol Catering using FileMaker Pro; and developing a mail tracking system for the Committee on House Administration also using FileMaker Pro.

NEW MEMBER ORIENTATION/NEW CONGRESS SUPPORT. H.I.S. provided extensive support for the 103d New Congress Orientation activities. Because of the workload surge at the beginning of the Congress, contractor support was engaged to assist with re-installing PC equipment during House office moves and to provide PC training. During this time, H.I.S. consultants coordinated a total of 334 Member office moves. In cooperation with the Congressional Research Service, H.I.S. participated in four District Office Institute overviews for district office staff. H.I.S. provided assistance in installing PC hardware and software and in providing WordPerfect support for the New Member Services Center. Technical staff planned and hosted the Computer Equipment Exposition held in the RHOB foyer for staff from new Member offices, produced an electronic slide show (200 slides), developed and presented a slide show presentation on H.I.S. Services for new House Administrative Assistants, and provided 76 plots for posters and 3,360 color copies.

H.I.S. staff participated in Congressional district Overviews, conducted Congressional District training at CRS; and provided overviews to House Democratic and Republican Caucuses, Press Assistants Organizations, Administrative Assistants, and System Administrators.

These efforts will be repeated in FY 95 for the 104th Congress.

COMMITTEES. In FY 93, H.I.S. Committee Office Automation Analysts responded to 12,029 assistance calls (a 31% increase), made 1,473 office visits (a 42% increase), conducted 742 consultations (a 129% increase), prepared 55 PC configurations (a 56% decrease), conducted 360 site surveys (an increase of 66%), and trained 46 committee staff in Word-11 (a 26% decrease). A total of 9,340 sets of labels were generated in FY 93 on the Committee Labels System.

Substantial growth was experienced in demand from House committees for PC and LAN support. As a result, the H.I.S. Committee Technical Support Group was created in August. In the first two months, over 150 requests had been satisfied. Upgrades to newer technology increased for both file servers and workstations (286/386 PCs and file servers were upgraded to 486s with more memory and disk storage). Onsite visits (206) were made to nineteen committees in support of the Committee Accounting and Personnel Systems, and support calls totaled 728. Nineteen committees published FY 93 calendars using a mainframe-based system that electronically transmitted camera-ready copy to the Government Printing Office (GPO).

The Joint Committee on Taxation switched from Word-11 to WordPerfect for their DEC/VMS system. H.I.S. worked with the Committee on Agriculture to survey user requirements for future planning of committee systems and ISIS development. The Committee on Ways and Means began the conversion from Word-11 to WordPerfect using their VAX systems as file servers. H.I.S. began installation of the Committee on Public Works and Transportation's 50 PCs, as this committee is migrating from Word-11 to WordPerfect. They will continue using the VAX system as a file server for those users who now have PCs. The Committees on Armed Services and the Judiciary (which has eight file servers) were connected to the House Ethernet backbone. Enhancements were made to the Judiciary Committee's Hollinger Box System. The Committee on House Administration (CHA) was assisted in upgrading its file server to a 486 processor with a one gigabyte drive. The CHA Minority Staff procured a file server of its own. The Committee on Banking, Finance and Urban Affairs, Subcommittee on Economic Growth and Credit Formation also acquired a file server. The Committee on Appropriations' Lantastic network was provided a private network and joined the House Electronic Mail System using cc:Mail. The Committee on the District of Columbia installed a Macintosh network. The Committee on Energy and Commerce was provided with a method to connect to the Environmental Protection Agency's computer for database access, and preparations were made for installation of a Novell LAN to replace the outdated MicroVAX LAN and conversion of their Word-11 documents to WordPerfect. The Committee on Foreign Affairs converted to a Novell LAN from a MicroVAX LAN.

The Committee on Science, Space, and Technology installed PCs for all staff, converting their Word-11 documents to WordPerfect and switching from VMS mail to WordPerfect Office Mail. Preparations are underway for conversion to a Novell LAN at the end of January 1994. This committee also joined the House Electronic Mail System. Requirements were documented for committee-wide Internet access and implementation of an information server on the Internet that will publish committee information. Committee staff were trained and given access to the ISIS JAM client and the Committee Labels applications. Enhancements were completed on the Franking System for the Franking Commission of the Committee on Post Office and Civil Service, to the Financial Disclosure System for the Committee on Standards of Official Conduct, and for the Office of the Attending Physician. Requirements were also collected for planned modifications to the Attending Physician's Nurses system. The House Radio/TV Gallery replaced its MicroVAX 2000 system with the MicroVAX II that was returned to inventory by the Committee on Ways and Means.

H.I.S. receives the Presidential Budget submission on tape and reformats it for submission to the House Committee on Appropriations. The files are then transmitted to Cleveland, Ohio, for further processing by the Appropriations Committee.

INTEGRATED SYSTEMS AND INFORMATION SERVICES (ISIS). ISIS is a distributed computing environment that seamlessly links microcomputers, minicomputers, and mainframe computers and fulfills an organization-wide strategy for providing future information services. The goal is to develop systems where applications can be transported across multiple hardware platforms, thereby, reducing dependency on costly proprietary vendor-supplied solutions. The ISIS pilot began in January 1992.

Users may access ISIS through three different types of desktop systems (referred to as clients): the JAM (low-end) client is an interface for any PC or terminal capable of VT100 terminal emulation (including the DEC/VAX committees and vendor provided UNIX CMS systems), the Macintosh client, and the MicroMIN (AREV/PC) client for H.I.S.'s IBM LAN-based CMS.

In FY 93, ISIS version 1.0 was released in a production environment providing House Votes, Awarded Grants, Newswires, and File Cabinet applications for the JAM (low-end), MicroMIN, and Macintosh clients; a Witness Tracking application to be used primarily by committees was also released under version 1.0 for the JAM client only. Updates to version 1.0 release provided Committee Mail Labels (JAM only), Legislative Process, and System Messages. The Quick Reference feature was expanded to be accessible from all ISIS applications as were User Preferences.

In November 1993, Version 2.0 was released providing Periodicals and the "About" feature for each application. User suggested enhancements and preferences were also implemented. A comprehensive batch process was developed to simplify the installation of the Wollongong Pathways and Sybase TSR (Terminate Stay Resident) software required for ISIS MicroMIN client workstations to interface with ISIS servers.

ISIS Macintosh (Mac) was converted to the Mac TCP/IP protocol, enabling the Macintosh client to be compatible with software, such as NCSA Telnet, currently used in Member offices. The MacTCP version of the Macintosh client was successfully tested using Apple Remote Access and high-speed dialup modems. Dial-in access for the Macintosh client is possible using Apple Remote Access and MacTCP.

By the end of 1993, 202 offices representing 2,293 users were accessing ISIS services. Of these, 181 offices and 2,006 users were on the JAM/VAX platform; 27 offices and 270 users were on the MicroMIN/AREV platform; and seven offices and 17 users were on the Macintosh platform. ISIS system clients were provided with access to standard desktop functionality and ISIS information resources, which are a composite of over 22 integrated databases on ISIS servers. ISIS desktop functionality includes: electronic File Cabinet, Mail, Library, Word Processing, Password, and Administrative options. ISIS information resources available under the Library option provides integrated access to House Votes, Newswires (AP, Reuters, Interfax, U.S. News, Press Release News), Periodicals (Commerce Business Daily, Congressional Quarterly Outlook and Weekly Report, Education Daily Report Card, Greenwire, Hotline, Healthline, USA Today, Russian Federation Draft Constitution), Legislative Process (bill status, committee votes, committee reports, House votes, amendments, laws), and Federal Grant Award data. Available from the ISIS menu in any application are bill information, committee information, Member information, House Floor activity, and zip code information.

MEMBER DISTRICT OFFICE COMMUNICATION. The House Wide Area Network (HWAN), which provides connectivity between Members' district and Washington offices, experienced strong growth. Member requests for HWAN connections more than doubled. There were 78 additional Member offices connected bringing the customer total to 200 offices. To improve reliability, performance, and manageability, the basic network design was upgraded from a regional HUB approach using analog lines to a point-to-point approach using digital technology. In a competitive procurement, Sprint was awarded the service contract, resulting in a substantial savings in maintenance costs and conversion of Member lines from MCI to Sprint.

Member offices using minicomputer systems, i.e., Intelligent Solutions (Quorum), Micro Research Inc. (MRI), Versyss Benchmark (ABLE), and Monarch Systems, are the primary users of the HWAN network. As these mini-computer vendors become LAN capable, it is expected that there will be a decrease in the demand for HWAN connections and a corresponding increase in the demand for LAN/WAN or frame relay connections. HWAN network troubleshooting procedures were solidified and seminars were conducted for Hill vendors.

HOUSE LAN/WAN (FRAME RELAY NETWORK). After successful pilot testing in two Member offices, the House LAN/WAN service (Frame Relay Network) was made available during January 1993. In a competitive procurement, MCI was awarded the contract to provide this service to House Member offices because it offers both lower rates and a superior network management offering. This network provides Member district office to Washington office connectivity for Member offices that use LAN technology.

During the year, LAN/WAN connections were established for fourteen Member district offices. Evaluations of the Lantronics terminal server for Quorum LAN/WAN service was completed, and the Citrix application server to enhance MicroMIN district office communication were completed.

INTERNET COMMUNICATIONS. Substantial communications work was completed in preparation for making Internet-based services available to House offices. In support of applications development, communications staff assisted with the implementation of a Wide Area Information Server (WAIS). Design and implementation of an E-Mail relay host to the Internet and the implementation of a UseNet News Server were provided. The SprintLink Internet access circuit was upgraded to the significantly faster T1 speed. H.I.S. technical staff also worked with House vendors to coordinate Internet mail parameters and assisted with the analysis and testing of Internet client software.

STANDARDIZATION OF MEMBER SUITE WIRING. FY 93 also marked the completion of Infotap wiring HUB installations in each Member office suite. These HUBs allow use of existing phone wire for in-office computer connections to terminals and PCs. This wiring scheme, known as 10baseT, saves time and money because the same wiring scheme can be used in all Member offices. It was used extensively during the Member office moves this past year. It is expected that more Member offices using LANs will be connected to this technology in the coming year. This technology allows for the same wiring scheme to be used in each Member office suite, thus, improving the bi-yearly move process and eliminating the necessity to run office cabling for each new system installation.

103D CONGRESS MOVES. The start of the 103d Congress had an impact on communication and field services with a total of 211 Member office moves performed during December 1992. H.I.S. staff worked weekends and overtime to accomplish these moves, with six to seven moves occurring every day. In addition, a record number of communication requests were completed for Asynchronous Services Network (ASN), House Ethernet, House Fiber Data Distributed Interface (FDDI), Infotap wiring, and the House Wide Area Network (HWAN) connections. A similar impact is expected in FY 95 for the 104th Congress.

HOUSE CAMPUS NETWORKS. The Asynchronous Services Network (ASN) or terminal server network continued to grow this past year as obsolete Bus Interface Units (BI) were replaced by terminal server connections. An inventory of remaining BIUs in Member and Committee offices indicated that fewer than 100 BIUs are awaiting replacement by ASN and/or House Ethernet connections. (The BI phase out was completed in December 1993.) H.I.S. developed ASN stabilization and prewire plans for the Rayburn, Longworth, and Cannon buildings, which enabled the replacement of BIUs with ASN connections.

ASN or terminal server connection requirements are expected to decrease over the next several years as more offices and Hill vendors move toward ethernet connectivity. In FY 93, terminal server or ASN connections were provided for 156 Member offices and 13 committees.

The House Ethernet continued to serve as the primary campus communications transport for committees, House support offices, and many Member offices. In FY 93, House Ethernet connections were provided for 54 Member offices; and to 16 committees, Member organizations, and House Support offices. However, there was an overall reduction in the number of Member office connections to the House Ethernet because the new higher speed FDDI network was implemented. Novell Netware file servers were migrated from the House Ethernet to the FDDI network. The trend of committee offices migrating from DEC technology to PC-based LANs resulted in H.I.S. preparing many private network designs for House committees. (The House Ethernet will continue to be available for committees using DEC equipment and protocols.) As funds permit, Member and committee systems will be moved from the House Ethernet to FDDI.

The House Ethernet backbone equipment was upgraded with state-of-the-art equipment to improve performance and manageability. Installation of NetWatchman and Shiva Net Manager software was completed to monitor FastPaths (Macintosh networks) on the Hill. The number of Internet Protocol (IP) addresses for computers on the House Ethernet was expanded from 253 to 1020, allowing for increased peak-period network capacity. The Quorum Telnet access to its ethernet- connected vendor platform was tested and

approved. Other enhancements included installation of a Cisco Public Data Network gateway, which provides access from the House Ethernet to Tymnet.

The House FDDI network has experienced tremendous growth since its inception in January 1993. FDDI technology moves data traffic ten times faster than the speed of the ethernet. A total of 16 FDDI routers were installed during FY 93 with ports quickly being allocated and used both to resolve the previously mentioned Novell Netware routing problem and handle the migration of House CMS vendor systems to ethernet technology. The plan is for each office to have its own private port to the FDDI network for easy access to services such as Internet, E-Mail, ISIS, and to other Legislative Branch data. This port-per-office approach enhances H.I.S.'s ability to manage these connections, resulting in a more reliable network.

H.I.S. provided FDDI connections for 132 Member offices, six committees, and six Member support organizations during FY 93. Compared with ethernet, FDDI provides bandwidth suitable for CD-ROM and imaging applications; higher capacity for continued growth in connections; better network management and troubleshooting capabilities; and cost savings, because it moves the routing functions from the office LAN servers to the shared hallway wiring closets. Use of FDDI results in a substantially decreased financial investment in additional communications gear, (e.g., buying one versus two network cards). Other technical enhancements implemented to ensure a smooth transition from House Ethernet to FDDI communications, included evaluations of both FDDI concentrators and routers, migration of Novell file servers, and implementation of Novell route and service advertisement filtering on the new FDDI network.

CAPNET. Through the cooperation of Legislative Branch agencies, a high-speed data network was designed and implemented. This network provides connectivity among all Legislative Branch Organizations. H.I.S. participated in the design and implementation of this network. In FY 93, the House, Senate, Architect of the Capitol, Congressional Budget Office, Library of Congress, and Office of Technology Assessment were connected to CAPNET, which is based on state-of-the-art FDDI technology and provides the bandwidth necessary to accommodate applications such as Imaging and CD-ROM. This network will provide access to data within all Legislative agencies that were previously unreachable.

HOUSE SYSTEMS NETWORK ARCHITECTURE (SNA) NETWORK. The House SNA network provides access to all H.I.S. mainframe-resident data including MIN, ISIS, NCOA, Newswires, E-Mail, LEGIS, Votes, Employee Payroll, and office equipment inventories. Gateways provide an interface to all local and wide area networks. The SNA network remains somewhat static, but nevertheless requires regular maintenance to allow enhancements and ensure reliability.

Systems Network Architecture (SNA) software upgrades were applied to the Communications Front End Processor and the IBM Mainframe communications software. To provide more effective SNA network support, the design and implementation of an SNA Resource Manager, which will automatically generate statistics on all SNA connections, was completed; and a program was implemented enabling the Network Control Center to establish the terminal identification associated with a user reporting a problem. Transmission Control Protocol/Internet Protocol windows-based full-screen packages were reviewed as an alternative to the Novell SNA Gateway. Other SNA network modifications and enhancements included installation of the facsimile gateway and new lines to support SoftSwitch E-Mail, a plan for upgrading the IBM control units to SNA technology, and the reconfiguration of the Novell SNA gateway to improve reliability.

NETWORK MANAGEMENT. An important component in keeping network resources reliable and available is a comprehensive network management system. Several years ago, H.I.S. began to move toward a standard solution for providing this capability, known as Simple Network Management Protocol (SNMP). FY 93 marked the completion of several major milestones in this area. Netview 6000, IBM's SNMP system, was implemented as the organization's production network management system and is used to monitor network resources. Hewlett Packard's Openview, on which IBM's system is based, was implemented as a backup network management system. Work is proceeding to make all network components SNMP-compliant so they can be monitored by these SNMP-based systems. Work is also underway to standardize all configuration management and inventory data under a single database. These tools will permit the proactive monitoring of all network resources and will greatly reduce down time associated with any network failure.

SERVICES TO HOUSE OFFICERS AND SUPPORT OFFICES.

OFFICE OF THE CLERK.

OFFICE OF LEGISLATIVE OPERATIONS. The Legislative Information Management System (LIMS) is the cornerstone system which provides the official legislative data in the House of Representatives. LIMS is the source for all the other legislative databases used by the Congress and outside entities.

A specially-designed Local Area Network was installed in the Office of Legislative Operations. This office collects the official legislative information for the House and is responsible for its dissemination into various paper and online publications. Of special significance is their ability to directly connect to the H.I.S. mainframe. Because the LIMS systems must be operational whenever Congress is in session, providing several mainframe connectivity options has proven invaluable.

In October 1992, the House Calendar became the first document transferred directly from the H.I.S. mainframe (or any government

computer) to the Government Printing Office (GPO) via Ethernet. This major document, which details legislative activity in the House, is printed and distributed daily by GPO from data compiled and formatted by LIMS systems. The electronic transfer of the calendar saves time and money both for the Clerk and GPO. A backup tape system is in place, if needed.

Substantial modifications were made to the Floor Action Reporting System and the Legislative Activity Guide to accommodate House rule changes allowing Delegates to vote in the Committee of the Whole.

During FY 93, both the Final First Session Calendar and the Final Full Congress Calendar were produced for the first time using LIMS data. These two GPO-printed documents contain all the legislative information in the daily House Calendar and were expanded to include extensive statistical data. They are the authoritative record of Congressional legislative accomplishments, and the Clerk takes every precaution to assure one-hundred percent accuracy.

Development of a new LIMS application was begun to automate the Daily Digest, which is the summary of House activity appearing in the *Congressional Record*. Currently, the *Daily Digest* is handwritten by Enrollment Clerks, but under the new system, previously collected LIMS data will be selected by Legislative Operations and formatted automatically.

An Index of Short Titles was added to the *Daily House Calendar* and the *Legislative Activity Guide* (LAG). These new sections are very helpful in identifying legislation by its commonly-called name and providing an additional information resource. Stylistic changes were made to the LAG to accommodate double-sided printing, Hispanic surnames, delegate voting, and roll listings.

OFFICE OF LEGISLATIVE INFORMATION (LEGIS). All data concerning House bill actions was transferred nightly to the Senate and the Library of Congress (LOC), and subsequently integrated into their respective legislative databases. In turn, H.I.S. received and processed approximately 25,000 Senate and LOC transactions. Transactions included the Senate Floor proceedings (new Senate bills, amendments, and cosponsors), and LOC data (brief titles, subject terms, LOC cross references and Bill Digest). H.I.S. staff received and processed approximately 19,100 *Congressional Record* page references from GPO, and 81,018 House actions.

The LEGIS Call Totals Reports system, which automatically counts the number of calls handled by the LEGIS Office within a specific time frame, was developed and implemented. An audit trail for related legislation received from LOC was added, which is used by the LEGIS office to verify the daily transfer of data from LOC. Other requested changes included one that would enable the LEGIS

office to use the upper lower case agency name in the Directory, allowing the input of the same agency name on multiple bills on the same data entry screen.

A data entry system to correct Senate Amendment status was completed for LEGIS office staff. In the past, if the Senate failed to send a correction, there was no capability to correct the amendments transmitted to the House from the Senate. An additional section was added to LIMDOCS and the Stairs retrieval system that contains the report numbers for "Reported Measures." The information in this section contains the committee name; the date reported; and the report number, with part number, if applicable.

Enhancements requested by the LEGIS office to the LIMS Committee Action Reporting System subsystem were completed. New programs were developed to process a Subcommittee Forwarded Measure to Committee and a Committee Ordered to Report Measure. Member vote information was added to the committee records containing Motions to Report a Bill when the motion failed. The following enhancements were also included in the above request: an option was added to the Prior to Introduction and Referral actions, and the text of the action was reworded for use in the LIMS system; the ability to enter multiple subcommittee referrals to the same bill on the same day and also to enter multiple bills referred to the same subcommittee on the same day was provided; CARS programs were modified to make a change requested by the LEGIS office that will enable them to scroll more than one page to look at a list of Executive Agency Names; and the Directory system now has all of the agency names should it be necessary to verify the correct entry before entering these names in the LIMS databases.

Member Profiles report software was modified to download House bills and those Senate bills that supersede House bills. As a result, the time to generate the Member profiles database has been reduced by 40 percent. Printing of Member Profiles was converted from the IBM 3800 printer.

RECORDS AND REGISTRATION. H.I.S. staff provided analysis of and recommendations for a configuration to upgrade FileNet workstations with PCs and a plan to rewrite the WorkFlo(w) software to include enhancements and compatibility with PCs.

OFFICE OF POSTAL OPERATIONS. H.I.S. staff completed documentation for, trained, and provided access to 25 employees on the enhanced Label System. A Personnel system was installed, security systems were added, and new reports were developed. Mail accountability was modified to include archiving, multiple year access, and new reports. The data import program was modified to accept changes in the source data from the Jetstar Mail Machine. Over 500 support calls were resolved, including a long-standing file server/network problem, and the office was

moved to the FDDI backbone. PAP-11 documents were converted to WordPerfect, and the PAP-11 computer was removed. The office was assisted with CD-ROM technology for printing barcodes, and the Address Correction/Postage Due system was modified to reflect changes concerning redistricting.

OFFICE OF THE DOORKEEPER. H.I.S. modified the House Doorkeeper's 3602 System to improve performance.

PRESS GALLERY. Input Solutions, Inc. installed imaging equipment and trained users on system operations. The system scans and stores historical information from periodicals, newspapers, and the House Activity Gallery Log system as it pertains to specific bills and selected topics. It can be retrieved at imaging workstations for review by House staff and journalists.

PUBLICATIONS DISTRIBUTION SERVICES (PDS). Programming efforts and a configuration for a replacement computer system are near completion and were provided to PDS. Details on implementation of the new hardware and software are being finalized, and the new system should be operational in January 1994. The new application was written in the (Microsoft) Windows version of FoxPro.

The monthly process used to extract detail and summary information on packages mailed from PDS was improved dramatically. This manual operation once required one full day each month to produce detailed reports sent to each Member office. By automating the process, the time was reduced to minutes, and the quality and appearance of the report has proved far superior to the old report.

BASIC LEGISLATIVE AND SUPPORT FUNCTIONS OF THE HOUSE.

OFFICE OF THE LAW REVISION COUNSEL.

U.S. CODE (CD-ROM). In cooperation with the Office of the Law Revision Counsel (LRC), the Government Printing Office (GPO), and Personal Library Software (PLS), Inc., the first U.S. Code CD-ROM was produced in December 1992. It was well received in the legal community and in the legal press. It contains over 30,000 pages of information and was sold through GPO for \$30 (GPO sells the hard-bound edition of the U.S. Code for over \$1,200 per set). The first pressing (1,048 copies) sold out in five weeks, and the second pressing (1,300 copies) sold out in June 1993. Collaborating with LRC, GPO, and PLS, the second edition of the U.S. Code CD-ROM covering all Federal laws of a general and permanent nature in effect on January 2, 1992, was produced. It was made available to the public in October 1993.

OTHER LEGAL SUPPORT. In FY 93, 11,161 Legal Retrieval Autotracking Service reports were generated; 475 consultations, demonstrations, and training sessions of the legal support systems were provided to Congressional, Federal, and foreign country staff; and 72 research projects on legal, legislative, and historical topics for Congressional staff were conducted.

OFFICIAL REPORTERS. H.I.S. developed and maintains a system for the Official Reporters that tracks reports as they are recorded and transcribed as official testimony. It allows for entries to reflect reports transcribed by outside vendors (as is sometimes needed for hearings held outside of the Washington, D.C. area), tracking due dates and late penalties if contract vendors miss deadlines.

OFFICE OF NON-LEGISLATIVE AND FINANCIAL SERVICES

FINANCIAL MANAGEMENT SYSTEM (FMS). During the past year, there was user testing of the payroll portions of the new FMS system. All the payroll counselors in the Finance office now can enter their entire workloads into the new system, and produce complete and accurate regular and supplemental payrolls. An extract from the FMS system was used to generate House employee IDs for the 103d Congress.

Successful tests of the Federal and State tax checks, garnishment checks, charitable contribution checks, and Office of Personnel Management (OPM) transfers for health and life insurance, and retirement were accomplished. Numerous performance improvements were made, reducing monthly payroll processing by 50%.

The Leave-Without-Pay and Furlough process was installed to comply with Finance Office rules and reporting requirements. Development of the Payroll Adjustment subsystem, which includes unscheduled payroll and overtime processing, was completed and is currently in test by the Finance Office. Support of the existing Payroll and Voucher payment systems continued. A pilot project to test the usefulness of archiving vouchers to CD-ROM was very successful. The Finance Office has requested a total replacement of both voucher and payroll records on microfilm with CD-ROM.

Because FMS is one of the critical House applications, both the H.I.S. programmers and the Finance Office were involved in the implementation of a Disaster Recovery plan provided by the H.I.S. Computer Center. H.I.S. generated new files and reports on behalf of the Finance Office during GAO's annual audit.

HOUSE RESTAURANT. H.I.S. provided assistance with building interfaces between the Restaurant and the FMS payroll systems. Work was completed on the W2 programs for the Restaurant and the Finance Office, as two W2's will be created for each employee for this year. Work was also completed on the Clerk's report extract, and a tape was produced that will be appended to the FMS

Clerk report data. Inventory worksheets were generated for each unit, and worksheet files were converted to an inventory system.

DEPARTMENT OF OFFICE FURNISHINGS (DOF). Old furniture, carpet, and drapes, no longer in use by the House, are often shipped to GSA. In the past, this manual process was controlled by DOF personnel. New software developed this year allows users to select item names from the DOF inventory for shipment to GSA. In addition, descriptions of selected items can be viewed together, combined into shipments, printed as transmittal documents, and maintained as shipment histories. The Star warehouse was split into two entities to allow the DOF staff to locate a specific piece of furniture more quickly.

OFFICE SUPPLY SERVICE (OSS). The requirements analysis for a new OSS system was completed. H.I.S. recommended that ProVar, a computer systems integrator located in Baltimore, be awarded the contract, and the Director of Non-Legislative and Financial Services concurred. The new system will be operational in January, 1994.

OFFICE SYSTEMS MANAGEMENT (OSM). Development and unit testing of the entire OSM system is nearly complete. Validation of the entire system has begun. It will provide imaging, work-in-process functionality, and increased capabilities. The integration of Rumba PC communications software and ViewStar created a seamless interface between the new system and the imaging capabilities provided by ViewStar. The Monarch barcode system was integrated and tested within the new OSM.

Specialized software was developed to allow outgoing Members to complete district purchases. Beginning in October 1993, OSM software will be moved to production status. Changes were made to OSM so that FY 92 funds could be charged against the same Member account after redistricting.

HOUSE BEAUTY SALON. The Salon system was modified so that the Beauty Shop can begin to use its computer system to manage inventory, sales, money, and audit controls. The system also provides an automated report function. In addition, the application was migrated to the Windows (FoxPro) platform. Extensive redesign of the screens and functionality was completed.

SERGEANT AT ARMS. A task group chaired by H.I.S. staff participated with personnel from the U.S. Senate, Architect, Library of Congress, and the Capitol Police provided the Sergeant at Arms with a recommendation for the procurement of an ID-Badging/Access-Control system for the U.S. House of Representatives. Further integration will be planned between all Capitol-Hill agencies. H.I.S. also assisted this office with the printing of 103d Congress identification cards.

H.I.S. provides a system for the entry of payroll deduction records used in the production of Member Payroll. Additionally, H.I.S. provides a system to report treasury check information for Member Payroll.

NEW TECHNOLOGIES.

CD-ROM. H.I.S. procured a CD-ROM tower, consisting of a CD server and 21 individual CD-ROM drives accessible to offices across the Ethernet backbone. Applications on the tower include the U.S. Code, computer-related research, a national telephone lookup databases, mainframe documentation, census data, grants information, and technical support information. We collaborated with the JCP on recording the U.S. Code and other legal and legislative databases on CD-ROMs.

A demonstration of Banking Committee Hearings on CD-ROM was provided to the Joint Committee on Printing. Other House applications included the archival of historical House vouchers on CD-ROM. In 1994, the Finance Office and OTS will begin receiving data on CD-ROM.

IMAGING. H.I.S. continued to investigate imaging applications including standalone and networked document imaging, as well as image-enabling existing applications. Implementation of FDDI will provide the bandwidth needed to support House imaging applications as they are developed and delivered. H.I.S. assisted the House Placement Office and the House Press Gallery with implementation of their Papergate Document Imaging Systems.

MULTIMEDIA. A functional touch-screen prototype demonstration information system was completed, using the services of H.I.S., the House Recording Studio, the Library of Congress Audio/Visual Unit, and the Office of Special Services in the Capitol. The House Historian is also interested in participating in this project. This prototype was designed to enable users to find information about their respective Members. A committee module shows the jurisdiction and members of each committee. A video tour of the Capitol uses video clips to educate visitors about various areas in the Capitol. This module is especially valuable for senior citizens or the physically challenged who might not be able to take the standard walking tour.

BAR-CODE TECHNOLOGY. H.I.S. assisted the Department of Office Furnishings in implementing a bar-coding system for improved inventory control. The new Office Systems Management application further embraces bar-code technology by integrating the bar-code as a means of equipment identification and inventory control. The Sergeant At Arms' ID-Badging system can also utilize bar-coding for parking control and verification.

INTERNET ACCESS. There is increased interest in providing public access to committee information via the Internet. Several pilot programs will be initiated in FY 94 to allow committees to post information to the Internet on a variety of servers. Manuals were drafted of "Getting Started with the Internet" for the PC and Macintosh platforms. Technicians continued to test and evaluate client software packages used to access the Internet, as well as assisted with drafting the House Internet Security policy.

CLIENT SERVER/WINDOWS. MicroMIN technical staff continued to investigate future presentation options for MicroMIN, including Windows, Graphical User Interfaces, and Client/Server. Development of ISIS applications using Client/Server technology continued.

CENTRAL COMPUTING FACILITIES. H.I.S. continued to maintain in excess of 99.9% online system availability for over 12,000 registered users. Future reliability was ensured through the installation of a diesel-powered electric generator that supports the battery-assisted Uninterruptable Power Supply. To streamline operations and reduce costs, considerable tuning of application and system software resulted in delaying an upgrade to the ES9000/620 processor, thereby saving approximately \$500,000 in additional licensing fees. By realigning and renegotiating contracts with vendors, a cost avoidance in operating expenditures in excess of \$400,000 was realized. Further downsizing included installation of the Robotic Tape Library Subsystem, which completely automated the functions of the tape library. In collaboration with the Library of Congress, efforts are underway regarding installation of a tape silo that will be used for H.I.S. nightly backups, thus eliminating the requirement for transporting tapes on a daily basis to and from the Rayburn offsite vault.

Automation of mainframe operations resulted in the reduction of computer operations staff by two staff positions. A Distributed System Support Project was established to enhance distributed platform support for ISIS, Soft-Switch E-Mail, and the Internet. Project staff were responsible for collecting statistics from simulated E-Mail traffic at peak periods, and successful implementation of X.400 communications and E-Mail with the Executive Branch. Report Distribution software was procured to enhance remote distributed report services to House offices.

Technical Support Services staff printed 4,230,759 constituent labels. Achieving 93.03% accuracy with Zip+4 processing, H.I.S. processed 284 National Change of Address Lists containing 37,391,311 names and addresses. H.I.S. was the driving force in organizing the Capitol Hill SAS Users Group attended by computer center staff from the Library of Congress, the U.S. Senate, the Congressional Budget Office, and others. Central software support

staff also applied updates by installing MVS/ESA V4.2.2 operating system software, and Natural V2.2.4, used extensively by system and application programmers.

SECURITY. A House-wide data communication security plan was implemented. An overview statement on the security design of the House's access to the Internet, and security policy and procedures for House offices to obtain routed access to the Internet were completed. To enhance internal data security, a two-day consultation on network security by the Internet's Computer Emergency Response Team (CERT) was given.

The establishment of a secure firewall between the Internet and House networks, critiqued by outside experts, will protect House resources from potential problems from outside sources. The establishment of the policy for a single-routed connection for each House office enables individual Members to make their own decisions as to whether access to the Internet is appropriate. An Internet security plan was drafted that included safeguards for in-office systems and a recommended procedure for requesting Internet access. Once an availability announcement is made, it is expected that House offices will be quick to request access to the Internet's wide array of services.

A successful disaster recovery test was executed at the Franklin Lakes, New Jersey, Disaster Recovery Hotsite. The second disaster recovery test will be conducted in November in conjunction with the House Finance Office. The test will consist of processing the major components of the FMS online system and a payroll cycle at the Sterling Forest disaster recovery site.

SUPPORT TO OTHER ORGANIZATIONS. H.I.S. provided technical support and training, timesharing, computer, and communication services to the Congressional Budget Office (CBO), the General Accounting Office (GAO), the Office of Technology Assessment (OTA) and the Prospective Payment Assessment Commission, on a reimbursement basis. These reimbursements defrayed H.I.S. baseline expenses. Specific assistance provided to these and other organizations follows.

CBO. In addition to mainframe database and processing services, H.I.S. technicians assisted CBO with testing its Internet E-Mail installation and its application for an Autonomous System assignment to enable Border Gateway Protocol (BGP) routing between CBO and the House over CAPNET. The House SNA Network is used by CBO for access to their application files located on the H.I.S. mainframe. A data circuit was connected from the H.I.S. mainframe to OMB and two Xerox 3700 printers which are attached via two 19.2 kbps leased lines were installed in support of CBO. H.I.S. also provided assistance to CBO with protocol routing analysis to enable the removal of ten Novell networks from the House Ethernet. H.I.S. completed CBO's requested changes to the

title pages of the weekly Budget Tracking Reports compiled from LIMS systems data. CBO staff distributed these reports government-wide.

GAO. GAO uses the House SNA Network to access application files on the H.I.S. mainframe. Software was installed that allows job output from the mainframe to be routed directly to a PC hard drive. Telco Systems channel banks were installed at GAO for the transport of mainframe traffic. Two remote circuits were established to the National Finance Center backup site in Philadelphia for disaster recovery, and seven circuits were relocated. The cut over of six GAO lines to fiber was completed. GAO also was assisted with the design of its Internet address structure. GAO was connected to CAPNET.

OTA. H.I.S. assisted OTA staff with analysis of Open Systems Interface protocol options for X.400 gateways for E-Mail communications. H.I.S. provides support for OTA's publications which are delivered electronically via the Member Information Network to the Members and staff of the House.

LIBRARY OF CONGRESS/CONGRESSIONAL RESEARCH SERVICE (LOC/CRS). LOC/CRS were assisted with establishing a network address structure to support Novell routing along with Internet Protocol routing.

ARCHITECT OF THE CAPITOL (AOC). New equipment was procured by the Architect and installed in the Garage office. This installation should be a major help to the personnel in that office, as their equipment was obsolete and unreliable. H.I.S. assisted AOC staff and its (DEC) contractor with Open Systems Interface routing between the AOC network and the House Ethernet.

SENATE. H.I.S. established E-Mail connectivity (cc:Mail) to 34 Senate offices via House E-Mail and added two routers to CAPNET at the Senate.

OFFICE OF TELECOMMUNICATIONS (OTS). A pilot was undertaken to study use of Electronic Data Interchange (EDI) in order to reduce the cost of processing vendor invoices. EDI is the electronic exchange of common business documents such as invoices, purchase orders, price quotations, payments, etc. The first official EDI transactions will be transmitted between OTS and South West Bell, beginning in January 1994. If the pilot is successful, additional trading partners would be brought online next year. Use of EDI could significantly automate OTS's processing of vendor invoices and purchase orders not just for OTS, but for OSM, OSS, and especially the Finance Office.

A major enhancement was made to OTS telephone statements so that monthly and year-to-date usage is now summarized on the last page in an easy-to-read format that depicts the percentage of change in telephone usage from month to month. Several new calling plans for OTS were implemented during the year. MCI charges and AT&T local carrier charges, such as operator assisted and directory assistance charges for long distance cellular calls, were added to the monthly statements.

OTS began marking all telephone lines used for Facsimile (FAX), and this information now is being transferred each week from the MONIES system to the ADABAS directory system, along with the other telephone lines for each office. Through the Directory file, it is possible to see the FAX number for an office. In addition, a new, more flexible, "user-friendly" method was developed for allowing selection and requesting of reports and jobs. Technical requirements and assistance were provided for issuance of a Request for Quotation (RFQ) for dedicated line service and with data wiring requirements for the Cannon building renovation.

GPO. Software was written to permit transfer of files between GPO and H.I.S. H.I.S. assisted with verification that file transfers using the GPO translation table result in a usable file for creating the Congressional Calendar. Batch requirements were completed for the electronic transfer of the Calendar file. GPO will be connected to CAPNET during FY 94. Work continued with GPO on establishing Standard Generalized Markup Language as the text publishing standard.

EASTERN EUROPE. As part of the House Special Task Force on the Development of Parliamentary Institutions in Eastern Europe, H.I.S. provided technical consulting services to the legislatures of Albania, Bulgaria, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, and Slovakia. H.I.S. has been instrumental in helping these legislatures procure and implement communication and office automation technology. On behalf of these new democracies, H.I.S. staff have completed three system designs, published 12 RFPs, and awarded 32 contracts.

FOREIGN DIGNITARIES/VISITORS. During FY 93, H.I.S. hosted presentations and provided Computer Center tours for over 30 foreign dignitaries and Congressional visitors.

APPENDIX D

HOUSE INFORMATION SYSTEMS

GLOSSARY OF TERMS

Advanced Revelation (AREV): A PC-based database management system used as the basis for the H.I.S. MicroMIN system.

Asynchronous Services Network (ASN): A House-wide Ethernet network built to provide access from terminals in offices to other services, principally the H.I.S. mainframe. Connections are typically made using H.I.S.-supplied terminal servers.

Backbone Network: The House-wide networks that interconnect office Local Area Networks and systems.

Bus Interface Unit (BIU): Communications device installed by H.I.S. that provides direct access to H.I.S. mainframe services via the House broadband cable system. (This technology is being replaced by the ASN.)

CBR-Express: A commercial artificial intelligence application used in automating help-desk functions.

Citrix Box: A communications device being used to improve performance in networking Washington and district MicroMIN systems.

Compact Disk/Read Only Memory (CD-ROM): A high capacity medium for storing and retrieving information.

Data Administration: The task of planning, coordinating and managing the data resources of an organization.

DataBase Administration: Administration of a database(s) including: media recovery, performance, maintenance, data dictionary, security definitions, vendor contact, and problem resolution.

DataBase Management: A software tool that facilitates the storage and manipulation of data collected into interrelated files.

Desktop Publishing (DTP): The use of personal computers and page layout software to integrate word processing text and graphics on pages to produce camera ready copy.

Direct Access Storage Device (DASD): Magnetic disk storage which can be accessed randomly at a speed much faster than tape and requires no operator intervention.

Electronic Data Interchange (EDI): The electronic exchange of business transaction data between organizations in lieu of paper documents.

Electronic Mail (E-Mail): Sending and receiving messages via computers and networks.

Encryption: A method to render plain text unintelligible for those who do not have the proper key(s) to access it.

Ethernet: A local area network technology for offices, buildings and small campuses which transports data between computers at a high rate.

Fiber Distributed Data Interface (FDDI): A high speed (10 times faster than Ethernet) fiber optic transmission technology. Used in the House for backbone networks and in the CAPNET network to interconnect the Legislative Branch organizations.

FileMaker: Macintosh computer software designed for management and manipulation of files.

Frame Relay: A high-speed data transmission technology for moving data between distant computers. H.I.S. uses this technology for its LAN/WAN service interconnecting MicroMIN LANs in Washington and districts.

Integrated Systems and Information Services (ISIS): The H.I.S.-designed system that seamlessly links office systems and central H.I.S. systems and databases to provide sophisticated integrated information services.

Internet: The global network of networks. There are two levels of Internet facility; (1) its communication facilities allow people to exchange E-Mail messages, and participate in news groups, discussion forums, etc. and; (2) its information archives and computing resources allow sharing of data and facilities. The U.S. Internet usually refers to the interconnection of university networks using the TCP/IP communications protocol providing such service as electronic computers, database access, etc. The Internet is connected to the Bitnet and to NREN. Future Internet services will include audio and video transmission and multimedia communications.

Just Another Menu (JAM): The commercial client software system used to provide ISIS access for low-end PC and Macintosh users and for UNIX-based office system users.

Kermit: Personal computer communications software.

Laser Printer: Printing device which uses laser (light beam) technology and features high-speed printing.

Legislative Information and Status System (LEGIS): Supported by the Office of the Clerk, provides summary information on the substance and current status of all bills, resolutions, and Floor amendments introduced in both the House and the Senate beginning with the Ninety-third Congress.

Legislative Information Management Systems (LIMS): A comprehensive well-integrated group of legislative databases utilizing the ADABAS database management system that accepts information from and also provides information to other systems.

Local Area Network (LAN): A network usually connecting desktop computers (PCs and Macintoshes) with each other and with other "server" computers. MicroMIN and Falcon's Keep-in-Touch system are examples of systems which use LANs.

Local Area Network/Wide Area Network (LAN/WAN): (See Frame Relay.)

LOTUS 1-2-3: A microcomputer-based software program that integrates spreadsheets and graphics and is the foundation of the H.I.S. Official Expenses and Clerk Hire systems.

Macintosh (MAC): A popular desktop microcomputer from Apple.

MAC Correspondence Management System: A Macintosh microcomputer-based office automation system designed primarily for Members.

MAC Member Accounting System (Official Expenses): Personal computer software applications developed by H.I.S. that allows offices to track their official expenses. Expenditures can be easily categorized by budget category and location so that funds can be allocated, budgeted, and expended by Congress each session.

Mainframe: A computer that is physically large, much more expensive than microcomputers or minicomputers, and provides the capability to run applications requiring large amounts of data storage (e.g., for a large-scale payroll system).

Member Accounting System: A microcomputer software package designed by H.I.S. using Lotus 1-2-3 which includes compiling, tracking, and submission of Official Expenses and Clerk Hire forms to the House Finance Office.

Member Information Network (M.I.N.): H.I.S.'s mainframe-based omnibus retrieval and central application services consisting of over 80 databases and a variety of shared and common applications for all House offices.

Microcomputer: A microprocessor consisting of input/output and logic capabilities. Examples used in the House are IBM, IBM-compatibles, and Apple computers.

MicroMIN: An office system developed by H.I.S. primarily for Members that provides integrated functions for correspondence management, office accounting, scheduling, and communications. Runs either stand-alone or on a PC LAN.

Microsoft Word: Macintosh word processing software.

MicroVAX II computer: A minicomputer used in a number of committees.

Multimedia: Integrating different forms of information (e.g., data, voice, image) into one database.

Network Access Communications Server (NACS): Communications interface offering increased speed and reliability using the broadband network.

National Change of Address (NCOA): A database supplied by the U.S. Postal Service used in conjunction with commercial software used to purify Member name and address lists.

Novell Netware: House approved network operating software for personal computer local area networks.

Optical Disk Storage (CD-ROM): An electronic image storage technology that allows storage and access to massive volumes of data via in-office workstations and House office access to large databases on-line, such as the U.S. Code.

PageMaker: PC-based desktop publishing software.

Personal Computers (PC's): Microcomputer technology used to describe IBM and IBM-compatibles and also used interchangeably with the term microcomputer.

Public Data Network (PDN): Data networks established and operated by communication common carriers with distributed communication nodes to permit national and international access to multiple computer systems.

Robotics: The automated mechanical act of performing some job function (e.g., loading tapes) now done by personnel.

Routers: A special-purpose computer used to connect networks and route data transmissions.

Systems Network Architecture (SNA): An IBM networking protocol used by H.I.S. to provide access to mainframe-based online transaction processing systems.

Transmission Control Protocol/Internet Protocol (TCP/IP): A set of mid-level communication protocols for intercomputer communications developed under the auspices of Defense Advanced Research Procurement Agency, and adopted by Department of Defense as their standard protocol. A routing mechanism used between computer systems at layer three and four of the International Standards Organization (ISO) reference model.

Token Ring Network: A local network access mechanism and topology in which a token is passed from station to station.

UNIX: The registered name of an AT&T computer operating system. In common use, it has come to refer to all operating systems which were derived from, or are very similar to the AT&T operating system. It is a very mature, powerful, multiuser, multitasking operating system.

Utopia: Software tools that automate the user help-desk function.

Wide Area Network (WAN): Networks that connect distant computers as distinguished from Local Area Networks.

WordPerfect: PC-based House approved word processing software used extensively in House offices. The word processor tailored for the MicroMIN office systems package developed by H.I.S.

WORD11: Word processing software produced by Data Processing Design (DPD) that runs on Digital Equipment Corporation (DEC), MicroVAX and VAX computers and on IBM and IBM-compatible personal computers. This software is used by all committees with MicroVAX and VAX computers.

XTALK: A personal computer-resident communication software package.

XYWRITE II: A word processing package that runs on IBM and IBM-compatible personal computers.

X.25: CCITT X.25 Network Communication Protocol. An interface specification describing the interface between a terminal and a public packet switched data network.

X.400: International standard communication protocol for the interconnection and data exchange in the Messaging Handling System (i.e., electronic mail).

HOUSE OF REPRESENTATIVES
HOUSE INFORMATION SYSTEMS
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	254	\$12,874	254	\$13,133	254	\$13,959		\$826
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$53		\$60		\$70		\$10
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$3,186		\$3,014		\$3,383		\$369
24 Printing and Reproduction.....								
25 Other Services.....		\$2,839		\$2,633		\$3,323		\$690
26 Supplies and Materials.....		\$359		\$310		\$476		\$166
31 Equipment.....		\$1,992		\$725		\$1,683		\$958
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Subtotal.....		\$21,303		\$19,875 **		\$22,894		\$3,019
Reimbursements.....		-\$13,164		\$3,010 **		-\$6,420		\$1,908
Anticipated reduction in renumb.....								-\$3,010
Total.....	254	\$8,139	254	\$14,557	254	\$16,474		\$1,917

** Full use of the FY '94 Appropriation cannot be substantiated due to an anticipated reduction in use by outside vendors.

FY 1995 Reimbursements:
Current services forecast \$6,420
Expected new business \$1,200

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE INFORMATION SYSTEMS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	254	\$14,557
BUDGET BASE, 1995	254	\$14,557
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$826
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$139
2. BUDGET YEAR PAY ADJUSTMENT		\$266
3. BUDGET YEAR LOCALITY PAY		\$211
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$154
6. TEMPORARY POSITIONS		\$56
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$178
1. TRAVEL		\$2
2. RENT, COMMUNICATIONS		\$80
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$68
5. SUPPLIES		\$9
6. EQUIPMENT		\$19
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$2,015
1. LEGISLATION		
2. WORKLOAD		\$1,076
a. TRAVEL		\$8
b. RENT, COMMUNICATIONS		\$289
c. SUPPLIES		\$157
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$622
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$939
a. REPLACEMENT AND UPGRADE		\$939
Reimbursement differential		(\$1,102)
II. NET INCREASE/DECREASE REQUESTED		\$1,917
III. TOTAL APPROPRIATION REQUEST, 1995	254	\$16,474

Explanation of Changes Shown on Schedule C-1

HOUSE INFORMATION SYSTEMS

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases and temporary positions.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Total increases of \$2,015,000 represent major capital investments for *equipment*, and related *supplies and materials* and *other services* as follows:

For Member district office communications (WAN), Member Washington office communications (LAN), and applications development software and materials for Members;

Committee communications equipment (LAN) and office applications development software;

Member and Committee shared applications such as ISIS development, implementation and support equipment and software, communications facilities, client server high-availability backup systems, Unix-based upgrades, legislative information systems and legal systems;

For all House offices, equipment, software and materials to upgrade and develop systems and infrastructure which include the asynchronous network facility, the systems network architecture, fiber distributed data interface and dial-out modems;

Equipment upgrade and replacement for training facilities for Members and staff, the User Assistance Office (Hotline) and Office Automation Consulting i.e. Demonstration Center and purchases for product evaluations for the House Approved List of equipment, software and office systems.

Hardware and software upgrade and replacement in H.I.S. facilities for the mainframe central computer, its operating host software and related communications, H.I.S. security requirements and advanced technology areas such as CD-Rom tower capability and imaging;

Completion of data communications rewiring in the Cannon, Longworth and Rayburn House office buildings, and replacement and upgrade of obsolete office equipment and software for H.I.S. operations.

ALLOWANCES AND EXPENSES

Official Expenses of Members

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICIAL EXPENSES OF MEMBERS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate			
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$10,200		\$10,329		\$10,769		\$440
22 Transportation of Things.....		\$29,685		\$30,058		\$31,336		\$1,278
23 Rent, Communications, Utilities.....		\$4,108		\$4,161		\$4,337		\$176
24 Printing and Reproduction.....		\$6,851		\$6,931		\$7,226		\$295
25 Other Services.....		\$7,128		\$7,217		\$7,524		\$307
26 Supplies and Materials.....		\$17,628		\$17,849		\$18,608		\$759
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$75,600		\$76,545		\$79,800		\$3,255

Schedule B-1

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-OFFICIAL EXPENSES OF MEMBERS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				\$ 440								\$ 440
22 Transportation of Things												
23 Rent, Communications and Utilities				\$ 1,278								\$ 1,278
24 Printing and Reproduction				\$ 176								\$ 176
25 Other Services				\$ 295								\$ 295
26 Supplies and Materials				\$ 307								\$ 307
31 Equipment				\$ 759								\$ 759
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				\$ 3,255								\$ 3,255

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-OFFICIAL EXPENSES OF MEMBERS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$76,545
BUDGET BASE, 1995		\$76,545
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$3,255
1. TRAVEL		\$440
2. RENT, COMMUNICATIONS		\$1,278
3. PRINTING AND REPRODUCTION		\$176
4. OTHER SERVICES		\$295
5. SUPPLIES		\$307
6. EQUIPMENT		\$759
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$3,255
III. TOTAL APPROPRIATION REQUEST, 1995		\$79,800

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-OFFICIAL EXPENSES OF MEMBERS

Price Level Changes:

Price level increases are attributed to inflation and the rising costs in goods and services.

Supplies, Materials, Administrative Costs and Federal Tort Claims

Schedule A-1

HOUSE OF REPRESENTATIVES
SUPPLIES, MATERIALS, ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$284		\$233		\$500		\$267
22 Transportation of Things.....		\$28		\$41		\$38		-\$3
23 Rent, Communications, Utilities.....		\$12,036		\$2,036		\$1,400		-\$636
24 Printing and Reproduction.....		\$409		\$799		\$868		\$69
25 Other Services.....		\$1,032		\$2,358		\$1,468		-\$890
26 Supplies and Materials.....		\$1,515		\$1,709		\$1,388		-\$321
31 Equipment.....		\$4,705		\$4,142		\$986		-\$3,156
32 Land and Structures.....		\$9		\$10		\$20		\$10
42 Insurance Claims/ Indemnities.....								
Total.....		\$20,036		\$11,328		\$6,668		-\$4,660

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-SUPPLIES, MATERIALS, ADMIN COSTS AND FEDERAL TORT CLAIMS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$11,328
BUDGET BASE, 1995		\$11,328
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$242
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$12
3. PRINTING AND REPRODUCTION		\$69
4. OTHER SERVICES		\$15
5. SUPPLIES		\$129
6. EQUIPMENT		\$17
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		(\$4,902)
1. LEGISLATION		
2. WORKLOAD		(\$1,729)
a. TRAVEL		\$264
b. RENT, COMMUNICATIONS		(\$648)
c. SUPPLIES		(\$450)
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		(\$895)
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		(\$3,173)
a. REPLACEMENT AND UPGRADE		(\$3,173)
II. NET INCREASE/DECREASE REQUESTED		(\$4,660)
III. TOTAL APPROPRIATION REQUEST, 1995		\$6,668

Explanation of Changes Shown on Schedule C-1

**ALLOWANCES AND EXPENSES- SUPPLIES, MATERIALS
ADMINISTRATIVE COSTS AND FEDERAL TORT CLAIMS**Price Level Changes:

The increases in this area are based primarily on a 2.6% inflation factor over 1994 estimated expenses. Certain items increase annually due to inflation other than that allowed by OMB for budget purposes. Two examples include the purchase of the U.S. Code which is increasing more than 13 percent and Former Speakers rental expenses, which are increasing 6 percent.

Program Type Changes:

The overall reduction in programs of \$4,902,000 is an aberration when looking at only this account. Effective with the beginning of FY '95 it is proposed to consolidate the non personnel expenses of the House Officers, Director of Non-legislative and Financial Services with their own personnel budgets in order to require each office to be accountable for its own operating budget. Certain expenses for other offices being paid out of this account also are being recommended for transfer to their own operational budget.

There are two new programs for FY '95 being recommended. They are both cyclical in nature. The first requirement is \$500,000 for new Member orientation. This includes estimated expenses for food, lodging and travel.

The second request is \$38,000 for shipment of outgoing Members documents

Net Expenses Purchase, Lease and Maintenance of Office Equipment

Schedule A-1

HOUSE OF REPRESENTATIVES NET EXPENSES OF PURCHASE, LEASE, AND MAINTENANCE OF OFFICE EQUIPMENT BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....		\$12,711		\$7,196		\$11,779		\$4,583
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$12,711		\$7,196		\$11,779		\$4,583

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E- NET EXPENSES OF PURCHASE, LEASE, AND MAINTENANCE OF OFFICE EQUIPMENT		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$7,196
BUDGET BASE, 1995		\$7,196
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$4,583
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$4,583
a. REPLACEMENT AND UPGRADE		\$4,583
II. NET INCREASE/DECREASE REQUESTED		\$4,583
III. TOTAL APPROPRIATION REQUEST, 1995		\$11,779

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES- NET EXPENSES OF PURCHASE, LEASE,
AND MAINTENANCE OF OFFICE EQUIPMENTProgram Type Changes:

Equipment Purchases: There is requested \$17 million for Washington offices. *This represents a \$3 million or a 21.4% increase over the FY '94 amount.* This is due to the continuous cycle of new equipment purchases at the beginning of a first session of Congress.

In the district offices the purchase estimate of \$3.5 million is \$500,000 greater than anticipated in FY '94.

Equipment Lease: A total of \$357,000 is being requested. *This is a reduction of \$193,000 or 35 percent from the amount anticipated for FY '94.*

Equipment Maintenance: A total of \$18.7 million is requested for FY '95. Of this amount, \$14 million is estimated for DC offices and \$4.7 million for the district offices. *This request represents an increase of \$4.8 million or a 34.5 percent increase over the amount provided in the FY '94 budget.*

User Fees: *The FY '95 estimate of \$28.9 million represents a 14.8% increase over the amount anticipated for FY '94 of \$25.1 million. Since FY '93 user fees have increased 6.33 percent*

Net Expenses for Telecommunications

Schedule A-1

HOUSE OF REPRESENTATIVES NET EXPENSES FOR TELECOMMUNICATIONS COSTS BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....				\$5,960		\$10,872		\$4,912

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-NET EXPENSES FOR TELECOMMUNICATIONS COSTS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$5,960
BUDGET BASE, 1995		\$5,960
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		(\$1,005)
1. TRAVEL		
2. RENT, COMMUNICATIONS		(\$1,005)
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$5,917
1. LEGISLATION		
2. WORKLOAD		\$5,917
a. TRAVEL		
b. RENT, COMMUNICATIONS		\$5,917
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$4,912
III. TOTAL APPROPRIATION REQUEST, 1995		\$10,872

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-NET EXPENSES FOR
TELECOMMUNICATIONSPrice Level Changes:

Price decreases have resulted from significant reductions in Toll expenses due to a recent competitive award and are reflected in Member, Committee and Other offices of the House.

Program Type Changes:

The greatest impact on program changes are necessitated by the following projects scheduled for FY '95:

Cannon Building Rewire	\$ 710,000
Telephone System Upgrade	\$4,650,000 *

* The House AT&T contract will expire in 1997. At that time, the age and extensive use of the switching hardware and telephone sets will result in significant increases in maintenance as well as a loss of reliability. Failure to prepare for this situation by a phased approach now will more than likely result in a more costly and disruptive replacement in 1997.

Furniture and Furnishings

Schedule A-1

HOUSE OF REPRESENTATIVES
FURNITURE AND FURNISHINGS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....		\$1,655		\$1,720		\$2,012		\$292
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$1,655		\$1,720		\$2,012		\$292

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-FURNITURE AND FURNISHINGS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$1,720
BUDGET BASE, 1995		\$1,720
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$292
1. LEGISLATION		
2. WORKLOAD		\$292
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$292
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$292
III. TOTAL APPROPRIATION REQUEST, 1995		\$2,012

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-FURNITURE AND FURNISHINGS

Program Type Changes:

Program increases are attributed to increased requests for systems furniture and ergonomic chairs, as well as needed carpet replacement and seating of the 104th Congress.

Stenographic Reporting of Committee Hearings

Schedule A-1

HOUSE OF REPRESENTATIVES STENOGRAPHIC REPORTING OF COMMITTEE HEARINGS BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$376		\$1,055		\$1,100		\$45
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$376		\$1,055		\$1,100		\$45

Schedule B-1

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- STENOGRAPHIC REPORTING OF COMMITTEE HEARINGS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				\$45								\$45
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total				\$45								\$45

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-STENOGRAPHIC REPORTING OF COMMITTEE HEARINGS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$1,055
BUDGET BASE, 1995		\$1,055
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$45
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$45
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$45
III. TOTAL APPROPRIATION REQUEST, 1995		\$1,100

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-STENOGRAPHIC REPORTING OF
COMMITTEE HEARINGS

Price Level Changes:

Price level increases are attributed to inflation.

Reemployed Annuitants-Reimbursements

Schedule A-1

HOUSE OF REPRESENTATIVES
REEMPLOYED ANNUITANTS REIMBURSEMENTS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....		\$1,004		\$933		\$1,312		\$379
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$1,004		\$933		\$1,312		\$379

Schedule B-1

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES- REEMPLOYED ANNUITANTS REIMBURSEMENTS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation										
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total								\$379		\$379

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-REEMPLOYED ANNUITANTS REIMBURSEMENTS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$933
BUDGET BASE, 1995		\$933
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$379
1. LEGISLATION		
2. WORKLOAD		\$379
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		\$379
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$379
III. TOTAL APPROPRIATION REQUEST, 1995		\$1,312

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-REEMPLOYED ANNUITANTS
REIMBURSEMENTSProgram Type Changes:

The increase in program changes is attributed to an anticipated increase in the number of reemployed annuitants due to the elimination of the alternative form of annuity in September 1994.

Government Contributions

Schedule A-1

HOUSE OF REPRESENTATIVES
GOVERNMENT CONTRIBUTIONS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....		\$112,005		\$113,661		\$129,814		\$16,153
21 Travel.....		\$5,573		\$1,653		\$5,127		\$3,474
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$117,578		\$115,314		\$134,941		\$19,627

Schedule B

HOUSE OF REPRESENTATIVES
ALLOWANCES AND EXPENSES-GOVERNMENT CONTRIBUTIONS
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..	
Breakdown by Organization	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation										
12 Personnel Benefits		\$15,986								\$16,153
13 Benefits to Former Personnel		\$3,474								\$3,474
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		\$19,470						\$167		\$19,627

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-GOVERNMENT CONTRIBUTIONS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$115,314
BUDGET BASE, 1995		\$115,314
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$19,470
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$1,342
2. BUDGET YEAR PAY ADJUSTMENT		\$2,555
3. BUDGET YEAR LOCALITY PAY		\$2,024
4. FULL FUNDING OF AUTHORIZATION		\$7,083
5. MERITORIOUS/LONGEVITY INCREASE		\$1,953
6. TEMPORARY POSITIONS		\$39
7. OVERTIME PAY		
8. RECLASSIFICATIONS		\$128
9. PERSONNEL BENEFITS		\$4,346
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$157
1. LEGISLATION		
2. WORKLOAD		\$157
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		\$7
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		\$150
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$19,627
III. TOTAL APPROPRIATION REQUEST, 1995		\$134,941

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-GOVERNMENT CONTRIBUTIONS

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases, full funding of the authorization, temporary positions, job reclassifications, benefits to former personnel.

Program Type Changes:

Increases are attributed to the impact on Government Contributions of new positions being requested in FY'95.

Miscellaneous Items

Schedule A-1

HOUSE OF REPRESENTATIVES
MISCELLANEOUS ITEMS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$408		\$636		\$620		-\$16
22 Transportation of Things.....		\$56		\$70		\$103		\$33
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$16						
26 Supplies and Materials.....		\$25		\$55		\$55		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$505		\$761		\$778		\$17

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION A&E-MISCELLANEOUS ITEMS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$761
BUDGET BASE, 1995		\$761
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		(\$16)
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		(\$16)
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$33
1. LEGISLATION		
2. WORKLOAD		\$33
a. TRAVEL		\$33
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$17
III. TOTAL APPROPRIATION REQUEST, 1995		\$778

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-MISCELLANEOUS ITEMS

Mandatory Pay and Related Changes:

Personnel decrease is attributed to a decrease in personnel benefits.

Program Type Changes:

Program increases are attributed to automobile expenses and leases.

**HOUSE OF REPRESENTATIVES
TOTAL ALLOWANCES AND EXPENSES
BY OBJECT CLASS**

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....		\$1,004		\$933		\$1,312		\$379
12 Personnel Benefits.....		\$112,005		\$113,661		\$129,814		\$16,153
13 Benefits to Former Personnel.....		\$5,981		\$2,289		\$5,747		\$3,458
21 Travel.....		\$10,540		\$10,632		\$11,372		\$740
22 Transportation of Things.....		\$28		\$41		\$38		-\$3
23 Rent, Communications, Utilities.....		\$41,739		\$38,054		\$43,608		\$5,554
24 Printing and Reproduction.....		\$4,517		\$4,960		\$5,205		\$245
25 Other Services.....		\$9,848		\$12,064		\$11,806		-\$258
26 Supplies and Materials.....		\$8,668		\$8,981		\$8,967		-\$14
31 Equipment.....		\$35,044		\$29,187		\$31,373		\$2,186
32 Land and Structures.....		\$9		\$10		\$20		\$10
42 Insurance Claims/ Indemnities.....								
Total.....		\$229,383		\$220,812		\$249,262		\$28,450

Total Allowances and Expenses

Schedule B-1

HOUSE OF REPRESENTATIVES
TOTAL ALLOWANCES AND EXPENSES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$15,996						\$379		\$379
12 Personnel Benefits		\$3,458						\$157		\$16,153
13 Benefits to Former Personnel										\$3,458
21 Travel				\$440				\$300		\$740
22 Transportation of Things								-\$3		-\$3
23 Rent, Communications and Utilities				\$285				\$5,269		\$5,554
24 Printing and Reproduction				\$245						\$245
25 Other Services				\$355				-\$813		-\$258
26 Supplies and Materials				\$438				-\$450		-\$14
31 Equipment				\$776						\$2,186
32 Land and Structures								\$10	\$1,410	
42 Insurance Claims and Indemnities										
Total		\$19,454		\$2,537				\$5,049	\$1,410	\$28,450

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL ALLOWANCES AND EXPENSES (A&E)		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$220,812
BUDGET BASE, 1995		\$220,812
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$19,454
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$1,342
2. BUDGET YEAR PAY ADJUSTMENT		\$2,555
3. BUDGET YEAR LOCALITY PAY		\$2,024
4. FULL FUNDING OF AUTHORIZATION		\$7,083
5. MERITORIOUS/LONGEVITY INCREASE		\$1,953
6. TEMPORARY POSITIONS		\$39
7. OVERTIME PAY		
8. RECLASSIFICATIONS		\$128
9. PERSONNEL BENEFITS		\$4,330
B. PRICE LEVEL CHANGES		\$2,537
1. TRAVEL		\$440
2. RENT, COMMUNICATIONS		\$285
3. PRINTING AND REPRODUCTION		\$245
4. OTHER SERVICES		\$355
5. SUPPLIES		\$436
6. EQUIPMENT		\$776
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$6,459
1. LEGISLATION		
2. WORKLOAD		\$5,049
a. TRAVEL		\$297
b. RENT, COMMUNICATIONS		\$5,269
c. SUPPLIES		(\$450)
d. INVESTIGATIVE WORKLOAD		\$7
e. OTHER SERVICES		(\$603)
f. STAFF LEVEL CHANGES		\$529
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$1,410
a. REPLACEMENT AND UPGRADE		\$1,410
II. NET INCREASE/DECREASE REQUESTED		\$28,450
III. TOTAL APPROPRIATION REQUEST, 1995		\$249,262

Committee on Appropriations (Studies and Investigations)

Schedule A-1

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS (STUDIES AND INVESTIGATIONS)
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	19	\$1,250	24	\$1,633	24	\$1,757		\$124
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$939		\$928		\$928		
22 Transportation of Things.....		\$21		\$400		\$400		
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$3,890		\$3,450		\$3,402		-\$48
26 Supplies and Materials.....		\$8		\$20		\$20		
31 Equipment.....		\$123						
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	19	\$6,231	24	\$6,431	24	\$6,507		\$76

Schedule B-1

HOUSE OF REPRESENTATIVES
COMMITTEE ON APPROPRIATIONS (STUDIES AND INVESTIGATIONS)
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$124										\$124
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		\$124		-\$48								\$76

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMMITTEE ON APPROPRIATIONS (STUDIES AND INVESTIGATIONS)		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	24	\$6,431
BUDGET BASE, 1995	24	\$6,431
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$124
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$17
2. BUDGET YEAR PAY ADJUSTMENT		\$34
3. BUDGET YEAR LOCALITY PAY		\$26
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$47
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		(\$48)
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		(\$48)
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$76
III. TOTAL APPROPRIATION REQUEST, 1995	24	\$6,507

Explanation of Changes Shown on Schedule C-1

COMMITTEE ON APPROPRIATIONS (STUDIES AND INVESTIGATIONS)

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and meritorious increases.

Price Level Changes:

Price level decrease is attributed to a reduction in other services.

Official Mail Costs

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICIAL MAIL COSTS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....								
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$24,619		\$40,000		\$40,000		
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....		\$24,619		\$40,000		\$40,000		\$40,000

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICIAL MAIL COSTS - HOUSE		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		\$40,000
BUDGET BASE, 1995		\$40,000
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATION REQUEST, 1995		\$40,000

Explanation of Changes Shown on Schedule C-1

OFFICIAL MAIL COSTS

FY '95 request is same as FY '94 Appropriation.

SALARIES, OFFICERS AND EMPLOYEES

Office of the Clerk

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE CLERK
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	254	\$17,017	256	\$11,947	256	\$13,071		\$1,124
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....						\$118		\$118
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....						\$125		\$125
24 Printing and Reproduction.....						\$16		\$16
25 Other Services.....						\$382		\$382
26 Supplies and Materials.....						\$278		\$278
31 Equipment.....						\$1,451		\$1,451
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	254	\$17,017	256	\$11,947	256	\$15,441		\$3,494

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CLERK		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	256	\$11,947
BUDGET BASE, 1995	256	\$11,947
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$1,124
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$126
2. BUDGET YEAR PAY ADJUSTMENT		\$250
3. BUDGET YEAR LOCALITY PAY		\$194
4. FULL FUNDING OF AUTHORIZATION		\$189
5. MERITORIOUS/LONGEVITY INCREASE		\$243
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		\$122
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		(\$52)
1. TRAVEL		\$2
2. RENT, COMMUNICATIONS		\$2
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		(\$58)
5. SUPPLIES		\$2
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$2,422
1. LEGISLATION		
2. WORKLOAD		\$971
a. TRAVEL		\$116
b. RENT, COMMUNICATIONS		\$123
c. SUPPLIES		\$265
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$467
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$1,451
a. REPLACEMENT AND UPGRADE		\$1,451
II. NET INCREASE/DECREASE REQUESTED		\$3,494
III. TOTAL APPROPRIATION REQUEST, 1995	256	\$15,441

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE CLERK

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases, full funding of the authorization, longevity increases, and reclassification of positions in the following offices: Legislative Computer Systems-\$12,900, Office of Printing Services-\$5,973, Official Reporters to House Committees-\$46,652, Office of Records and Registration-\$6,000, House Recording Studio-\$7,878, Office of Fair Employment Practices-\$18,500, Office of Employee Assistance-\$6,669, and Office of Telecommunications-\$17,469, for a total reclassification cost of \$122,041.

Additional staffing is needed in four offices as follows: Office of Employee Assistance, an EAP Counselor-\$54,014, Legislative Computer Systems, one position-\$60,000, House Recording Studio, a Clerk-Receptionist-\$27,395, and Office of Telecommunications, a Senior Communications Analyst-\$40,809 and an Office Manager-\$27,395. These positions have not been included in the FY '95 budget request for the Clerk, however, the additional positions are needed to handle increased workloads.

Price Level Changes:

Price increases are attributed to inflation. The overall reduction is due to revenues received from sales of miscellaneous public disclosure information from the Office of Records and Registration.

Program Type Changes:

Due to the high volume of monthly invoices, the Office of Telecommunications anticipates conversion to an Imaging System for document processing and storage. Other offices under the Clerk have achieved cost savings by continued use of and minor upgrades to currently owned equipment. The overall result is a net decrease in program type changes.

Office of the Sergeant at Arms

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE SERGEANT AT ARMS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	20	\$1,356	23	\$1,384	20	\$1,366	(3)	-\$18
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....						\$6		\$6
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....						\$60		\$60
24 Printing and Reproduction.....								
25 Other Services.....						\$72		\$72
26 Supplies and Materials.....						\$76		\$76
31 Equipment.....						\$97		\$97
32 Land and Structures.....								
42 Insurance Claims/Indemnities.....								
Total.....	20	\$1,356	23	\$1,384	20	\$1,677	(3)	\$293

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE SERGEANT AT ARMS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	23	\$1,384
BUDGET BASE, 1995	23	\$1,384
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$160
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$14
2. BUDGET YEAR PAY ADJUSTMENT		\$27
3. BUDGET YEAR LOCALITY PAY		\$22
4. FULL FUNDING OF AUTHORIZATION		\$85
5. MERITORIOUS/LONGEVITY INCREASE		\$10
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		\$2
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$5
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		\$2
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		\$2
C. PROGRAM TYPE CHANGES	-3	\$128
1. LEGISLATION	-3	(\$178)
2. WORKLOAD		\$209
a. TRAVEL		\$6
b. RENT, COMMUNICATIONS		\$59
c. SUPPLIES		\$74
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$70
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$97
a. REPLACEMENT AND UPGRADE		\$97
II. NET INCREASE/DECREASE REQUESTED	-3	\$293
III. TOTAL APPROPRIATION REQUEST, 1995	20	\$1,677

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE SERGEANT AT ARMS

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases, full funding of the authorization, longevity increases, and reclassification of one position.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to equipment maintenance and modernization, supplies for new identification badge system, telecommunications, and the transfer of three position to the Director of Non-legislative and Financial Services.

Office of the Doorkeeper

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE DOORKEEPER
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate			
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	347	\$9,817	385	\$10,101	385	\$11,422		\$1,321
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....						\$1		\$1
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....						\$56		\$56
24 Printing and Reproduction.....								
25 Other Services.....						\$377		\$377
26 Supplies and Materials.....						\$236		\$236
31 Equipment.....						\$1,595		\$1,595
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	347	\$9,817	385	\$10,101	385	\$13,687		\$3,586

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE DOORKEEPER
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

		PROGRAM TYPE CHANGES											
		MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, REPAIRS, ETC.,		TOTAL CHANGES	
Breakdown by Organization		STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
11 Personnel Compensation			\$1,321										\$1,321
12 Personnel Benefits													
13 Benefits to Former Personnel													
21 Travel									\$1				\$1
22 Transportation of Things													
23 Rent, Communications and Utilities									\$55				\$55
24 Printing and Reproduction													
25 Other Services													
26 Supplies and Materials									\$374				\$377
31 Equipment									\$230				\$236
32 Land and Structures													
42 Insurance Claims and Indemnities											\$1,585		\$1,595
Total			\$1,321		\$20				\$660		\$1,585		\$3,585

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE DOORKEEPER		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	385	\$10,101
BUDGET BASE, 1995	385	\$10,101
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$1,321
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$107
2. BUDGET YEAR PAY ADJUSTMENT		\$218
3. BUDGET YEAR LOCALITY PAY		\$162
4. FULL FUNDING OF AUTHORIZATION		\$428
5. MERITORIOUS/LONGEVITY INCREASE		\$305
6. TEMPORARY POSITIONS		\$80
7. OVERTIME PAY		
8. RECLASSIFICATIONS		\$21
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$20
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		\$6
6. EQUIPMENT		\$10
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		\$3
C. PROGRAM TYPE CHANGES		\$2,245
1. LEGISLATION		
2. WORKLOAD		\$660
a. TRAVEL		\$1
b. RENT, COMMUNICATIONS		\$55
c. SUPPLIES		\$230
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$374
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$1,585
a. REPLACEMENT AND UPGRADE		\$1,585
II. NET INCREASE/DECREASE REQUESTED		\$3,586
III. TOTAL APPROPRIATION REQUEST, 1995	385	\$13,687

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE DOORKEEPER

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases, full funding of the authorization, longevity increases, temporary summer positions and job reclassifications.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to equipment, supplies, travel, telecommunications and other services.

Director of Non-Legislative and Financial Services

Schedule A-1

HOUSE OF REPRESENTATIVES DIRECTOR OF NON-LEGISLATIVE AND FINANCIAL SERVICES BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	451	\$8,461	469	\$14,402	471	\$16,326	2	\$1,924
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								\$40
22 Transportation of Things.....								\$1
23 Rent, Communications, Utilities.....								\$82
24 Printing and Reproduction.....								\$1
25 Other Services.....								\$156
26 Supplies and Materials.....								\$170
31 Equipment.....								\$1,617
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	451	\$8,461	469	\$14,402	471	\$18,393	2	\$3,991

Schedule B-1

HOUSE OF REPRESENTATIVES
DIRECTOR OF NON-LEGISLATIVE AND FINANCIAL SERVICES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation	-1	\$1,606			3	\$178		\$140		\$1,924
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel								\$40		\$40
22 Transportation of Things								\$1		\$1
23 Rent, Communications and Utilities								\$91		\$92
24 Printing and Reproduction										
25 Other Services								\$11		\$11
26 Supplies and Materials								\$145		\$156
31 Equipment								\$167		\$170
32 Land and Structures									\$1,612	\$1,617
42 Insurance Claims and Indemnities										
Total	-1	\$1,606		\$21	3	\$178		\$574		\$3,991

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION DIRECTOR OF NON-LEGISLATIVE AND FINANCIAL SERVICES		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	469	\$14,402
BUDGET BASE, 1995	469	\$14,402
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	-1	\$1,606
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$153
2. BUDGET YEAR PAY ADJUSTMENT		\$307
3. BUDGET YEAR LOCALITY PAY		\$235
4. FULL FUNDING OF AUTHORIZATION	-1	\$289
5. MERITORIOUS/LONGEVITY INCREASE		\$324
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		\$1
8. RECLASSIFICATIONS		\$297
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$21
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		\$1
4. OTHER SERVICES		
5. SUPPLIES		\$3
6. EQUIPMENT		\$5
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		\$11
C. PROGRAM TYPE CHANGES	3	\$2,364
1. LEGISLATION	3	\$178
2. WORKLOAD		\$574
a. TRAVEL		\$41
b. RENT, COMMUNICATIONS		\$81
c. SUPPLIES		\$167
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$145
f. STAFF LEVEL CHANGES		\$140
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$1,612
a. REPLACEMENT AND UPGRADE		\$1,612
II. NET INCREASE/DECREASE REQUESTED	2	\$3,991
III. TOTAL APPROPRIATION REQUEST, 1995	471	\$18,393

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C-1

OFFICE OF THE DIRECTOR OF NON-LEGISLATIVE AND
FINANCIAL SERVICES**BACKGROUND**

The Office of the Director of Non-Legislative and Financial Services was established in late 1992 with three employees. During 1993 several non-legislative entities were transferred from the Offices of the Clerk, Doorkeeper and Sergeant At Arms to the Director, employing up to 475 House employees and 221 House Restaurant employees. As functions and activities were transferred, several internal reorganizations and realignments were implemented to accommodate workload and the functions being performed. Reorganizations were executed within available resources. No new positions were required.

MANDATORY CHANGES

Personnel increases are attributed to meritorious and longevity increases, selected position reclassification, full funding of authorizations, annualization of FY '94 locality increase, prorated FY '95 locality increase and a prorated FY '95 COLA adjustment. No new positions are requested.

PRICE LEVEL CHANGES:

With minor exceptions, the increases in this area are based on a 2.6 percent inflation factor.

PROGRAM CHANGES:

Automation: There is a request for funding to continue automation of postal, office support, and financial services. These initiatives will speed services and reduce overtime, and have the potential of reducing manpower requirements.

Contracting authority: There is a request for \$150,000 to contract for additional workers to support the biennial moves and increased workload related to the convening of the 104th Congress and to provide a surge capability during periods of increased mail volume. Short term employees contracted on the basis of workload are more cost effective than paying overtime.

Awards program: There is a request for \$15,000 to establish an employees' awards incentive program to reward outstanding employees for exceptional service.

Office of Inspector General

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF INSPECTOR GENERAL
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate			
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....					3	\$273	3	\$273
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....						\$4		\$4
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....						\$7		\$7
32 Land and Structures.....						\$20		\$20
42 Insurance Claims/ Indemnities.....								
Total.....					3	\$304	3	\$304

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF INSPECTOR GENERAL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,	
	STAFF	DOLLARS "(000)"*	STAFF	DOLLARS "(000)"*	STAFF	DOLLARS "(000)"*	STAFF	DOLLARS "(000)"*	STAFF	DOLLARS "(000)"*
Breakdown by Organization										
11 Personnel Compensation		\$12			3	\$261			3	\$273
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction								\$4		\$4
25 Other Services										
26 Supplies and Materials										
31 Equipment								\$7		\$7
32 Land and Structures									\$20	\$20
42 Insurance Claims and Indemnities										
Total		\$12			3	\$261		\$11	\$20	\$304

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF INSPECTOR GENERAL		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		
BUDGET BASE, 1995		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$12
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$3
2. BUDGET YEAR PAY ADJUSTMENT		\$5
3. BUDGET YEAR LOCALITY PAY		\$4
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	3	\$292
1. LEGISLATION	3	\$261
2. WORKLOAD		\$11
a. TRAVEL		
b. RENT, COMMUNICATIONS		\$4
c. SUPPLIES		\$7
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$20
a. REPLACEMENT AND UPGRADE		\$20
II. NET INCREASE/DECREASE REQUESTED	3	\$304
III. TOTAL APPROPRIATION REQUEST, 1995	3	\$304

Explanation of Changes Shown on Schedule C-1

OFFICE OF INSPECTOR GENERAL

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; and a prorated FY '95 Cost of Living Adjustment.

Program Type Changes:

Program increases are attributed to equipment, supplies and communications.

Office of General Counsel

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF GENERAL COUNSEL
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate			
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	8	\$328	9	\$595	10	\$673	1	\$78
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$2		\$8		\$18		\$10
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$1		\$15		\$16		\$1
24 Printing and Reproduction.....		\$23		\$34		\$44		\$10
25 Other Services.....		\$4		\$10		\$10		\$10
26 Supplies and Materials.....		\$4		\$10		\$20		\$10
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	8	\$362	9	\$674	10	\$783	1	\$109

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF GENERAL COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$53					1	\$25		\$78
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel								\$10		\$10
22 Transportation of Things										
23 Rent, Communications and Utilities				\$1						\$1
24 Printing and Reproduction				\$1				\$9		\$10
25 Other Services										
26 Supplies and Materials										
31 Equipment									\$10	\$10
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		\$53		\$2			1	\$44	\$10	\$109

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF GENERAL COUNSEL		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	9	\$674
BUDGET BASE, 1995	9	\$674
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$53
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$6
2. BUDGET YEAR PAY ADJUSTMENT		\$13
3. BUDGET YEAR LOCALITY PAY		\$10
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$24
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$2
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$1
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES	1	\$54
1. LEGISLATION		
2. WORKLOAD	1	\$44
a. TRAVEL		\$10
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD	1	\$25
e. OTHER SERVICES		\$9
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$10
a. REPLACEMENT AND UPGRADE		\$10
II. NET INCREASE/DECREASE REQUESTED	1	\$109
III. TOTAL APPROPRIATION REQUEST, 1995	10	\$783

Explanation of Changes Shown on Schedule C-1

OFFICE OF GENERAL COUNSEL

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and meritorious increases.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to an increase in travel due to the anticipated rise in staff responsibilities and witness travel. Additional program changes are attributed to other services to accomodate increased legal research and equipment.

Office of the Chaplain

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE CHAPLAIN
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	1	\$121	1	\$123	1	\$129		\$6
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	1	\$121	1	\$123	1	\$129		\$6

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE CHAPLAIN		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	1	\$123
BUDGET BASE, 1995	1	\$123
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$6
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$1
2. BUDGET YEAR PAY ADJUSTMENT		\$3
3. BUDGET YEAR LOCALITY PAY		\$2
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$6
III. TOTAL APPROPRIATION REQUEST, 1995	1	\$129

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE CHAPLAIN

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment and a prorated FY '95 Cost of Living Adjustment.

Office of the Parliamentarian

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	6	\$587	7	\$599	7	\$752		\$153
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	6	\$587	7	\$599	7	\$752		\$153

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE PARLIAMENTARIAN		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	7	\$599
BUDGET BASE, 1995	7	\$599
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$153
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$6
2. BUDGET YEAR PAY ADJUSTMENT		\$15
3. BUDGET YEAR LOCALITY PAY		\$10
4. FULL FUNDING OF AUTHORIZATION		\$60
5. MERITORIOUS/LONGEVITY INCREASE		\$62
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$153
III. TOTAL APPROPRIATION REQUEST, 1995	7	\$752

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE PARLIAMENTARIAN

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases and full funding of the authorization.

Compilation of Precedents

Schedule A-1

HOUSE OF REPRESENTATIVES COMPILATION OF PRECEDENTS BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	4	\$279	4	\$299	4	\$324		\$25
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	4	\$279	4	\$299	4	\$324		\$25

Schedule B-1

HOUSE OF REPRESENTATIVES
 COMPILATION OF THE PRECEDENTS
 ANALYSIS OF CHANGE
 BY ORGANIZATION AND OBJECT CLASS

		PROGRAM TYPE CHANGES									
		MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,	
		STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization											
11 Personnel Compensation			\$25								\$25
12 Personnel Benefits											
13 Benefits to Former Personnel											
21 Travel											
22 Transportation of Things											
23 Rent, Communications and Utilities											
24 Printing and Reproduction											
25 Other Services											
26 Supplies and Materials											
31 Equipment											
32 Land and Structures											
42 Insurance Claims and Indemnities											
Total			\$25								\$25

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION COMPILATION OF THE PRECEDENTS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	4	\$299
BUDGET BASE, 1995	4	\$299
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$25
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$3
2. BUDGET YEAR PAY ADJUSTMENT		\$6
3. BUDGET YEAR LOCALITY PAY		\$5
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$11
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$25
III. TOTAL APPROPRIATION REQUEST, 1995	4	\$324

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE COMPILATION OF THE PRECEDENTS

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases and full funding of the authorization.

Total Office of Parliamentarian

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE PARLIAMENTARIAN
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	10	\$866	11	\$898	11	\$1,076		\$178
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	10	\$866	11	\$898	11	\$1,076		\$178

Schedule B-1

HOUSE OF REPRESENTATIVES
TOTAL- OFFICE OF THE PARLIAMENTARIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..	
	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*	STAFF	DOLLARS *(000)*
Breakdown by Organization										
11 Personnel Compensation		\$178								\$178
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		\$178								\$178

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION TOTAL OFFICE OF THE PARLIAMENTARIAN		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	11	\$898
BUDGET BASE, 1995	11	\$898
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$178
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$9
2. BUDGET YEAR PAY ADJUSTMENT		\$21
3. BUDGET YEAR LOCALITY PAY		\$15
4. FULL FUNDING OF AUTHORIZATION		\$60
5. MERITORIOUS/LONGEVITY INCREASE		\$73
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$178
III. TOTAL APPROPRIATION REQUEST, 1995	11	\$1,076

Office of the Historian

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE HISTORIAN
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate			
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	5	\$272	6	\$278	6	\$341		\$63
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$3		\$4		\$6		\$2
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$3		\$3		\$4		\$1
24 Printing and Reproduction.....								
25 Other Services.....		\$5		\$5		\$10		\$5
26 Supplies and Materials.....		\$4		\$4		\$6		\$2
31 Equipment.....		\$21		\$16		\$38		\$22
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	5	\$308	6	\$310	6	\$405		\$95

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE HISTORIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	TOTAL CHANGES DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$63								\$63
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										\$2
22 Transportation of Things										
23 Rent, Communications and Utilities										\$1
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment								\$5		\$5
32 Land and Structures									\$22	\$22
42 Insurance Claims and Indemnities										
Total		\$63		\$5				\$5	\$22	\$95

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE HISTORIAN		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	6	\$310
BUDGET BASE, 1995	6	\$310
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$63
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$3
2. BUDGET YEAR PAY ADJUSTMENT		\$7
3. BUDGET YEAR LOCALITY PAY		\$4
4. FULL FUNDING OF AUTHORIZATION		\$35
5. MERITORIOUS/LONGEVITY INCREASE		\$14
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$5
1. TRAVEL		\$2
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		\$2
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$27
1. LEGISLATION		
2. WORKLOAD		\$5
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$5
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$22
a. REPLACEMENT AND UPGRADE		\$22
II. NET INCREASE/DECREASE REQUESTED		\$95
III. TOTAL APPROPRIATION REQUEST, 1995	6	\$405

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE HISTORIAN

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, full funding of the authorization and meritorious increases.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to the purchase of equipment and other services. The other services needed are attributed to consultants for projects and expenses of advisors and consultants.

Office of the Law Revision Counsel

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE LAW REVISION COUNSEL
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	18	\$1,390	18	\$1,413	18	\$1,555		\$142
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$29		\$32		\$35		\$3
26 Supplies and Materials.....		\$7		\$8		\$8		\$8
31 Equipment.....						\$181		\$181
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	18	\$1,426	18	\$1,453	18	\$1,779		\$326

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE LAW REVISION COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC..		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$142										\$142
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services				\$3								\$3
26 Supplies and Materials												
31 Equipment										\$181		\$181
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		\$142		\$3						\$181		\$326

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE LAW REVISION COUNSEL		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	18	\$1,453
BUDGET BASE, 1995	18	\$1,453
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$142
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$15
2. BUDGET YEAR PAY ADJUSTMENT		\$29
3. BUDGET YEAR LOCALITY PAY		\$23
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$75
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$3
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		\$3
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$181
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$181
a. REPLACEMENT AND UPGRADE		\$181
II. NET INCREASE/DECREASE REQUESTED		\$326
III. TOTAL APPROPRIATION REQUEST, 1995	18	\$1,779

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE LAW REVISION COUNSEL

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and meritorious increases.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to the purchase of networked personal computer workstations to replace the ATEX computer system.

Office of the Legislative Counsel

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE LEGISLATIVE COUNSEL
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	48	\$3,940	52	\$4,030	52	\$4,352		\$322
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....		\$42		\$41		\$42		\$1
31 Equipment.....		\$341				\$250		\$250
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	48	\$4,323	52	\$4,071	52	\$4,644		\$573

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE LEGISLATIVE COUNSEL
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation		\$322										\$322
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				\$1						\$250		\$1
31 Equipment												\$250
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		\$322		\$1						\$250		\$573

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE LEGISLATIVE COUNSEL		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	52	\$4,071
BUDGET BASE, 1995	52	\$4,071
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$322
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$43
2. BUDGET YEAR PAY ADJUSTMENT		\$83
3. BUDGET YEAR LOCALITY PAY		\$65
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$131
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$1
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		\$1
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$250
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$250
a. REPLACEMENT AND UPGRADE		\$250
II. NET INCREASE/DECREASE REQUESTED		\$573
III. TOTAL APPROPRIATION REQUEST, 1995	52	\$4,644

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE LEGISLATIVE COUNSEL

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and meritorious increases.

Price Level Changes:

Price increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to the upgrades of equipment.

Six Minority Employees

Schedule A-1

HOUSE OF REPRESENTATIVES
SIX MINORITY EMPLOYEES
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	5	\$538	6	\$738	6	\$772		\$34
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	5	\$538	6	\$738	6	\$772		\$34

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SIX MINORITY EMPLOYEES		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	6	\$738
BUDGET BASE, 1995	6	\$738
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$34
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$8
2. BUDGET YEAR PAY ADJUSTMENT		\$14
3. BUDGET YEAR LOCALITY PAY		\$12
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$34
III. TOTAL APPROPRIATION REQUEST, 1995	6	\$772

Explanation of Changes Shown on Schedule C-1

OFFICE OF SIX MINORITY EMPLOYEES

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment and a prorated FY '95 Cost of Living Adjustment.

Democratic Steering and Policy Committee

Schedule A-1

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate		Dollars "(000)"	Staff
11 Personnel Compensation.....	9	\$653	10	\$934	10	\$1,019		\$85
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$3		\$3		\$3		
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....		\$13		\$5		\$5		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	9	\$669	10	\$942	10	\$1,027		\$85

Schedule B-1

HOUSE OF REPRESENTATIVES
DEMOCRATIC STEERING AND POLICY COMMITTEE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$85								\$85
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Incemnities										
Total		\$85								\$85

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	10	\$942
BUDGET BASE, 1995	10	\$942
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$85
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$10
2. BUDGET YEAR PAY ADJUSTMENT		\$20
3. BUDGET YEAR LOCALITY PAY		\$17
4. FULL FUNDING OF AUTHORIZATION		\$38
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$85
III. TOTAL APPROPRIATION REQUEST, 1995	10	\$1,027

Explanation of Changes Shown on Schedule C-1

HOUSE DEMOCRATIC STEERING AND POLICY COMMITTEE

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Democratic Steering and Caucus

Schedule A-1

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC STEERING AND CAUCUS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	18	\$1,116	19	\$1,428	19	\$1,591		\$163
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$6		\$6		\$6		
24 Printing and Reproduction.....		\$1		\$4		\$4		
25 Other Services.....		\$2						
26 Supplies and Materials.....		\$42		\$36		\$36		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	18	\$1,167	19	\$1,474	19	\$1,637		\$163

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION DEMOCRATIC STEERING AND CAUCUS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	19	\$1,474
BUDGET BASE, 1995	19	\$1,474
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$163
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$16
2. BUDGET YEAR PAY ADJUSTMENT		\$32
3. BUDGET YEAR LOCALITY PAY		\$26
4. FULL FUNDING OF AUTHORIZATION		\$89
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$163
III. TOTAL APPROPRIATION REQUEST, 1995	19	\$1,637

Democratic Caucus

Schedule A-1

HOUSE OF REPRESENTATIVES
HOUSE DEMOCRATIC CAUCUS
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change FY 95 vs. FY 94	
	Actual		Estimate		Estimate			
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	9	\$463	9	\$494	9	\$572		\$78
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$3		\$3		\$3		
24 Printing and Reproduction.....		\$1		\$4		\$4		
25 Other Services.....		\$2						
26 Supplies and Materials.....		\$29		\$31		\$31		
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	9	\$498	9	\$532	9	\$610		\$78

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE DEMOCRATIC CAUCUS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	9	\$532
BUDGET BASE, 1995	9	\$532
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$78
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$6
2. BUDGET YEAR PAY ADJUSTMENT		\$12
3. BUDGET YEAR LOCALITY PAY		\$9
4. FULL FUNDING OF AUTHORIZATION		\$51
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$78
III. TOTAL APPROPRIATION REQUEST, 1995	9	\$610

Explanation of Changes Shown on Schedule C-1

HOUSE DEMOCRATIC CAUCUS

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

House Republican Conference

Schedule A-1

HOUSE OF REPRESENTATIVES
HOUSE REPUBLICAN CONFERENCE
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	23	\$1,342	18	\$1,372	21	\$1,505	3	\$133
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$8		\$8		\$13		\$5
24 Printing and Reproduction.....		\$11		\$16		\$28		\$12
25 Other Services.....		\$9		\$11		\$16		\$5
26 Supplies and Materials.....		\$59		\$61		\$68		\$7
31 Equipment.....		\$5		\$6		\$7		\$1
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	23	\$1,434	18	\$1,474	21	\$1,637	3	\$163

Schedule B-1

HOUSE OF REPRESENTATIVES
THE HOUSE REPUBLICAN CONFERENCE
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

PROGRAM TYPE CHANGES

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization												
11 Personnel Compensation	3	\$133									3	\$133
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities								\$5				\$5
24 Printing and Reproduction								\$12				\$12
25 Other Services								\$5				\$5
26 Supplies and Materials								\$7				\$7
31 Equipment									\$1			\$1
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total	3	\$133						\$29		\$1	3	\$163

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION HOUSE REPUBLICAN CONFERENCE		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	18	\$1,474
BUDGET BASE, 1995	18	\$1,474
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	3	\$133
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$15
2. BUDGET YEAR PAY ADJUSTMENT		\$22
3. BUDGET YEAR LOCALITY PAY		\$29
4. FULL FUNDING OF AUTHORIZATION	3	\$67
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$30
1. LEGISLATION		
2. WORKLOAD		\$29
a. TRAVEL		
b. RENT, COMMUNICATIONS		\$5
c. SUPPLIES		\$7
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$17
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$1
a. REPLACEMENT AND UPGRADE		\$1
II. NET INCREASE/DECREASE REQUESTED	3	\$163
III. TOTAL APPROPRIATION REQUEST, 1995	21	\$1,637

Explanation of Changes Shown on Schedule C-1

HOUSE REPUBLICAN CONFERENCE

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and full funding of the authorization.

Program Type Changes:

Program changes attributed to increases in communications, supplies and other services.

Other Authorized Employees

Schedule A-1

HOUSE OF REPRESENTATIVES
OTHER AUTHORIZED EMPLOYEES
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	34	\$1,481	87	\$1,098	87	\$1,814		\$716
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	34	\$1,481	87	\$1,098	87	\$1,814		\$716

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OTHER AUTHORIZED EMPLOYEES		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	87	\$1,098
BUDGET BASE, 1995	87	\$1,098
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$716
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$13
2. BUDGET YEAR PAY ADJUSTMENT		\$34
3. BUDGET YEAR LOCALITY PAY		\$17
4. FULL FUNDING OF AUTHORIZATION		\$647
5. MERITORIOUS/LONGEVITY INCREASE		\$5
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$716
III. TOTAL APPROPRIATION REQUEST, 1995	87	\$1,814

Explanation of Changes Shown on Schedule C-1

ALLOWANCES AND EXPENSES-OTHER AUTHORIZED EMPLOYEES

Mandatory Pay and Related Changes:

Personnel increases are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment, meritorious increases and full funding of the authorization.

Total Salaries, Officers and Employees

Schedule A-1

HOUSE OF REPRESENTATIVES
SALARIES, OFFICERS AND EMPLOYEES-TOTAL
BY OBJECT CLASS

	FY 1993 Actual		FY 1994 Estimate		FY 1995 Estimate		Net Change FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	1,242	\$48,996	1,360	\$49,807	1,366	\$56,266	6	\$6,459
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$5		\$12		\$189		\$177
22 Transportation of Things.....						\$1		\$1
23 Rent, Communications, Utilities.....		\$18		\$32		\$366		\$334
24 Printing and Reproduction.....		\$12		\$22		\$51		\$29
25 Other Services.....		\$68		\$82		\$1,092		\$1,010
26 Supplies and Materials.....		\$158		\$160		\$937		\$777
31 Equipment.....		\$371		\$32		\$5,276		\$5,244
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	1,242	\$49,628	1,360	\$50,147	1,366	\$64,178	6	\$14,031

Schedule B-1

HOUSE OF REPRESENTATIVES
TOTAL SALARIES, OFFICERS AND EMPLOYEES
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,		TOTAL CHANGES	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"		
Breakdown by Organization	2	\$6,033			3	\$261	1	\$165			6	\$6,459
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel				\$4				\$173				\$177
22 Transportation of Things				\$7				\$327				\$1
23 Rent, Communications and Utilities				\$1				\$28				\$334
24 Printing and Reproduction				-\$38				\$1,048				\$29
25 Other Services				\$16				\$761				\$1,010
26 Supplies and Materials				\$15						\$5,229		\$777
31 Equipment												\$5,244
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total	2	\$6,033		\$5	3	\$261	1	\$2,503		\$5,229	6	\$14,031

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SALARIES, OFFICERS AND EMPLOYEES		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	1,360	\$50,147
BUDGET BASE, 1995	1,360	\$50,147
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES	2	\$6,033
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$532
2. BUDGET YEAR PAY ADJUSTMENT		\$1,065
3. BUDGET YEAR LOCALITY PAY		\$820
4. FULL FUNDING OF AUTHORIZATION	2	\$1,889
5. MERITORIOUS/LONGEVITY INCREASE		\$1,204
6. TEMPORARY POSITIONS		\$80
7. OVERTIME PAY		\$1
8. RECLASSIFICATIONS		\$442
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$5
1. TRAVEL		\$4
2. RENT, COMMUNICATIONS		\$7
3. PRINTING AND REPRODUCTION		\$1
4. OTHER SERVICES		(\$57)
5. SUPPLIES		\$16
6. EQUIPMENT		\$15
7. CONSULTANT CONTRACTS		\$3
8. MISCELLANEOUS		\$16
C. PROGRAM TYPE CHANGES	4	\$7,993
1. LEGISLATION	3	\$261
2. WORKLOAD	1	\$2,503
a. TRAVEL		\$174
b. RENT, COMMUNICATIONS		\$327
c. SUPPLIES		\$750
d. INVESTIGATIVE WORKLOAD	1	\$25
e. OTHER SERVICES		\$1,087
f. STAFF LEVEL CHANGES		\$140
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$5,229
a. REPLACEMENT AND UPGRADE		\$5,229
II. NET INCREASE/DECREASE REQUESTED	6	\$14,031
III. TOTAL APPROPRIATION REQUEST, 1995	1,366	\$64,178

JOINT ECONOMIC COMMITTEE

HOUSE OF REPRESENTATIVES
DAVID R. OWEN WISCONSIN
CHAIRMAN
LEE H. HAMMOND INDIANA
FORTNEY PETE STARK CALIFORNIA
KWEISI MBUNE MAPLAND
RON WYDEN OREGON
MICHAEL A. ANDREWS TEXAS
RICHARD P. ARNEY TEXAS
JIM SARTON NEW JERSEY
CHRISTOPHER COX CALIFORNIA
JIM RAMSTAD MINNESOTA

RICHARD MCANEE
EXECUTIVE DIRECTOR

SENATE
PAUL S. SARBAHES MARYLAND
VICE CHAIRMAN
EDWARD M. KENNEDY MASSACHUSETTS
JEFF BINGAMAN NEW MEXICO
CHARLES S. ROBB VIRGINIA
BYRON L. GONZALEZ NORTH DAKOTA
BARBARA BOEHR CALIFORNIA
WILLIAM V. Roth, JR. DELAWARE
CONNIE MACE FLORIDA
LARRY E. CRAIG IDAHO
ROBERT F. BENNETT UTAH

Congress of the United States

JOINT ECONOMIC COMMITTEE

(CREATED PURSUANT TO SEC. 9(a) OF PUBLIC LAW 304, 78TH CONGRESS)

Washington, DC 20510-6602

December 20, 1993

The Honorable Vic Fazio
Chairman
Subcommittee on Legislative Branch Appropriations
House Appropriations Committee
H-301 The Capitol
Washington, D.C. 20515

Dear Mr. Chairman:

I am pleased to submit to the Legislative Branch Appropriations Subcommittee this letter of justification for the budget request of the Joint Economic Committee for Fiscal Year 1995. As you know, in the 104th Congress, the Committee will be chaired by a member of the Senate. Accordingly, this letter represents my best judgement of the resources that the next chairman will require in the 1995 Fiscal Year.

As a member of the Legislative Branch Subcommittee, I clearly understand the severe budgetary pressure that the Subcommittee is under. As our Subcommittee chairman, you have done a superb job in reducing spending while continuing to fund the activities necessary to keep Congress operating. I know that the Subcommittee will face more difficult choices for the coming fiscal year.

In recognition of these budget pressures, the Committee is requesting \$4,120,000, which represents an increase of \$140,000 over FY 1994. This request is entirely accounted for by the 1995 anticipated cost of living adjustment and increased agency contributions, a category over which the Committee has no control. The Committee is not requesting an increase in staff; staff positions have been frozen since FY 1989, and have only increased by two since FY 1987.

The Committee has been very careful in its spending. JEC spending adjusted for inflation is now lower than it was in FY 1988, six years ago. Real spending for the Committee has fallen by seven percent in the past two fiscal years, and the reduction is even greater if mandatory agency contributions are excluded.

The issue of agency contributions needs to be highlighted. Unlike other Congressional committees, the JEC must pay its

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Chairman
Subcommittee on Legislative Branch Appropriations
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agency contributions -- health and life insurance, retirement costs, and contributions to the employee savings plan -- directly from the Committee's budget. As the attached figures show, these mandatory costs are the only part of the budget that has been increasing.

Without these mandatory increases, JEC spending in all other areas has fallen in real terms for the past several years. If agency contributions are excluded, JEC's real expenditures have fallen by over 12 percent from their FY 1992 level, and are lower for FY 1994 than they were in FY 1982.

This cost-conscious record has not kept the Committee from performing its duties. As you know, the Joint Economic Committee was established by the Full Employment Act of 1946 in order to provide Congress with an institutional counterpart and counterweight to the Council of Economic Advisers and the vastly greater economic resources of the Executive Branch.

In line with the Committee's broad statutory mandate, activities during 1993 have covered a wide span of economic issues. In the coming year, the Committee will examine several issues of major importance to the nation's economic well-being. Among those issues are:

--Health Care Reform. The Congressional debate over health care will take up one of the most important and complex issues facing the nation and the economy. The Committee held two well-received hearings on health care in the fall of 1993, and will have an active agenda on this issue, concentrating on the economic impacts of different health care proposals.

--Monetary Policy. As the economy has changed, many experts, including governors of the Federal Reserve, have claimed that our old methods of evaluating monetary policy and its impacts are no longer relevant. However, there are no new measures or guideposts in place that attract wide agreement among policy makers, economists, and financial markets, and the Committee will explore this issue in depth.

--Incomes Growth and Jobs. Although there are welcome signs of a cyclical economic recovery, the U.S. economy is still creating jobs and increasing incomes more slowly than in previous recoveries, especially for those workers without a college education. Continuing a line of analysis that the JEC pioneered in the 1980s, the Committee will analyze the causes of and possible policy responses to this slow income and job growth.

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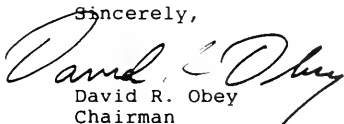
The Committee also will continue to carry out its ongoing activities, including its studies on economic developments in the former Soviet Union, China, and Eastern Europe. The increasing importance of foreign trade and international development for the U.S. economy will also be a major topic of interest.

Finally, the Joint Economic Committee will continue to inform Congress about complex, but essential economic issues. For example, starting in February of 1994, the Bureau of Labor Statistics will begin reporting the results of a new unemployment survey, which is widely expected to result in a higher reported unemployment rate. The Joint Economic Committee will help to publicize and explain this change, in order that members of Congress, the financial markets, and the public do not misinterpret the new figures.

In the next Congress, we will face important decisions that will affect the economy and the well-being of the United States for decades to come. The debate will not be simple, and Congress and the public will need clear economic analysis, in a forum that brings together members of Congress, policy makers, and outside experts. Our nation's economic problems are at least as complex as they were in 1946, when the Committee was founded, and there is no other institution that can provide the forum for analysis and debate that the Joint Economic Committee has provided for over 45 years.

I appreciate your attention to the Committee's request.

Sincerely,



David R. Obey
Chairman

Enclosures

Schedule A
Fiscal Year 1995

JOINT ECONOMIC COMMITTEE
SUMMARY
By Organization and By Object Class

CATEGORIES	FY 93 Actual		FY 94 Estimate		FY 95 Estimate		Net Change 94/95	
	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars (\$000)
1. Breakdown by Organizations: JOINT ECONOMIC COMMITTEE	51	4,020	51	3,980	51	4,120	--	140
2. Breakdown by Object Class:								
Personnel Compensation		2,738		3,044		3,104		60
Reimbursable Detail, Contracts		0		100		100		--
Personnel Benefits		649		696		776		80
Travel		5		17		14		(3)
Communication (Telephone)		11		18		15		(3)
Other Services (Hearings, Subscriptions, Petty Cash, Equipment)		68		86		92		6
Stationery Supplies		17		19		19		--
TOTAL	51	3,488	51	3,980	51	4,120	--	140

Schedule B
Fiscal Year 1995

JOINT ECONOMIC COMMITTEE
Analysis of Change to Budget Base
By Organization and By Object Class

CATEGORIES	Mandatory Pay and Related Costs		Price Level Changes		Workload		TOTAL CHANGES	
	Staff	Dollars	Staff	Dollars	Staff	Dollars	Staff	Dollars
1. Breakdown by Organizations								
JOINT ECONOMIC COMMITTEE		140						140
2. Breakdown by Object Class:								
Personnel Compensation		60						60
Personnel Benefits		80						80
Travel		--						--
Subscriptions		--						--
TOTAL		140						140

Schedule C
Fiscal Year 1995

JOINT ECONOMIC COMMITTEE
Detailed Analysis of
Change by Organization

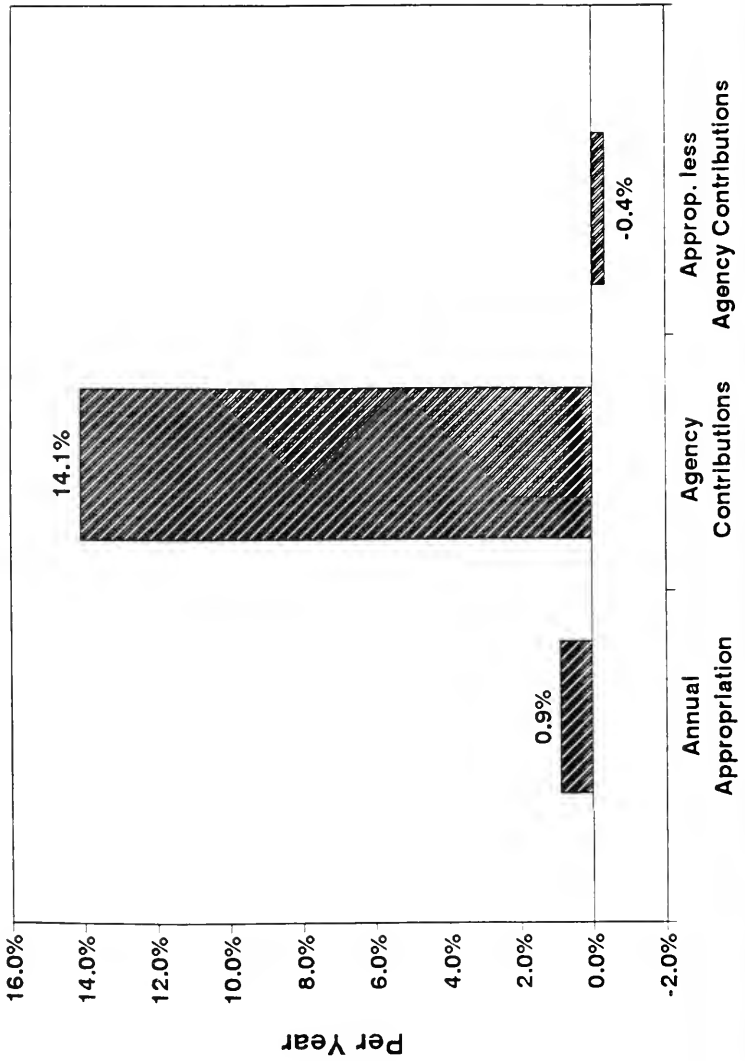
	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, FY 1994	51	3,980
FY 1995 Request		
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		140
1. Promotions, merit increase		--
2. 1995 anticipated cost-of-living		60
3. Agency contributions		80
B. Price Level Changes		
1. Miscellaneous Expenses		--
C. Program Type Changes		
1. Legislation		--
2. Workload		--
a. Increase in staff		--
3. Equipment, Alterations, etc.		--
II. Net Increase/Decrease Requested		140
III. Total Appropriation Request, FY 1995	51	4,120

Schedule D
Fiscal Year 1995

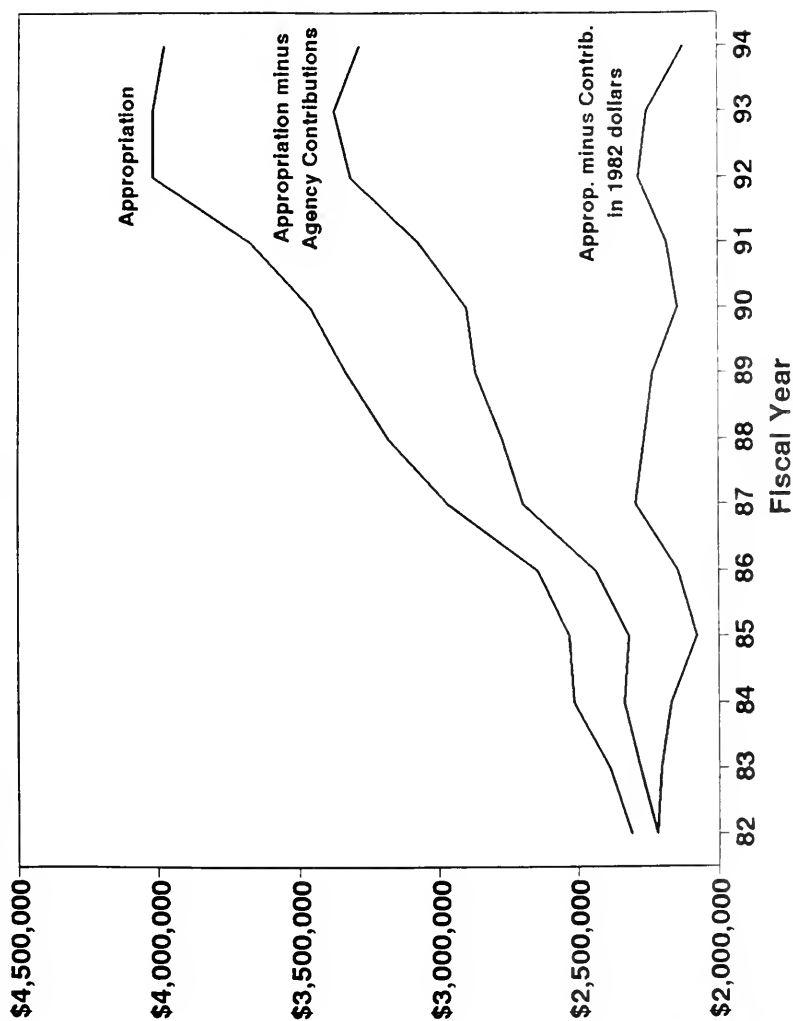
JOINT ECONOMIC COMMITTEE
Summary of Committee Request
FY 1995 Budget Request

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, FY 1994	51	3,980
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		140
Price Level Changes (Miscellaneous)		...
Program Type Changes		...
Legislation		...
Workload		...
Equipment, Alterations		...
TOTAL PROPOSED CHANGES		140
FISCAL YEAR 1995 BUDGET REQUEST	51	4,120

Average Annual Increase in JEC Budget 1982-1994, in 1982 dollars



Joint Economic Committee Budget



JOINT COMMITTEE ON PRINTING

Congress of the United States
Joint Committee on Printing818 HART SENATE OFFICE BUILDING
WASHINGTON, DC 20510-6650
(202) 224-6241

December 15, 1993

The Honorable Vic Fazio
Chairman, Subcommittee on
Legislative Branch Appropriations
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

The Joint Committee on Printing hereby transmits its budget estimate of \$1,380,000 covering the operations and oversight activities of the Joint Committee for Fiscal Year 1995. Included within this letter is a presentation of activities and projects the Joint Committee has worked on within the past year and expects to continue during Fiscal Years 1994 and 1995.

Jurisdiction, Authority and Responsibilities

The Joint Committee on Printing is empowered under Title 44, United States Code, to act as the policymaker and overseer of printing, binding and distribution activities of the Federal Government, and functions as the "Board of Directors" for the Government Printing Office (GPO).

Section 103, Title 44, United States Code, gives the Joint Committee legislative authority to "...use any measures it considers necessary to remedy neglect, delay, duplication or waste in the public printing and binding and the distribution of Government publications". The Joint Committee has actively and aggressively followed this mandate by promoting the coordination of cost-effective and efficient printing and dissemination policies across all branches of the Government.

The Joint Committee on Printing has successfully carried out actions to control excessive printing costs within the Federal Government as is evidenced in Fiscal Year 1993, with over \$46.2 million in savings achieved within all branches. We believe that there are significant additional cost savings that can be made particularly within the Executive Branch. Continued Congressional oversight into the management, production and dissemination of government information is essential if these savings are to be realized. However, it is also important that Congress continue to play a role in ensuring the public's right of access to the government information they have paid to create.

The Joint Committee has actively promoted arguments for the continuity of its Congressional authority, and has diligently exercised its oversight role of the Government Printing Office. On May 11, 1993, the Joint Committee held a hearing to examine the

findings of the triennial GAO financial and management audits and other related issues. In a later hearing, the Department of Defense was again called to testify on the activities of the Defense Printing Service and the consolidation of printing services under its auspices. As mentioned in our letter last year, the Joint Committee began a review of Executive Branch printing plants and as a result of those analyses 38 plants have been dechartered or are in the process of being reviewed with \$4,189,779 in identified savings to the Government.

The Joint Committee believes it has had an active and successful year and while it is not possible to predict the future outcome of the legislative proposals affecting this Committee and GPO, every effort will continue to be made to diligently carry out its responsibilities.

I. Establishment of Policy to Affect the Formulation of the Printing, Binding, and Distribution of Federal Publications

1. Reinforcing GPO's Role as the Primary Source for Government Printing

In Fiscal Year 1992, the Joint Committee on Printing sought and received further assistance in revised Legislative language to reinforce Government printing through GPO. Public Law 102-392, section 207, further clarified previous appropriations language by specifically prohibiting the obligation or expenditure of appropriated funds by any Executive Branch entity, with limited exceptions, to purchase any printing related to the production of Government publications unless the procurement is by or through the GPO. This language also prohibits intra-governmental procurement of printing other than through GPO.

While the section 207 language has been extremely helpful in re-emphasizing Federal printing through GPO, there have been difficulties in getting full compliance from the Executive Branch, particularly the General Services Administration and the Defense Printing Service. The Joint Committee provided all Departments and agencies with a letter of communication about the provisions of the new law and revised a portion of the Government Printing and Binding Regulations to reflect these changes. However, GSA claims they have authority to provide printing and duplicating services and so notified agencies that the law did not apply to their Agency. GSA's continued solicitation of other agency printing has created confusion and has resulted in unnecessary additional costs to agencies that have utilized GSA for printing requirements. The Defense Printing Service is also continuing to do some level of work for other agencies under the guise of a Memorandum of Understanding with GSA. Some of the agencies with Map and Chart requirements are also reluctant to comply with these statutory changes. In May 1993, JCP asked for an opinion from the Comptroller General to consider section 207, P.L. 102-392, and rule on whether GSA is exempt. GAO has not issued a ruling on this matter as of this date.

2. Fiscal Year 1993 Joint Committee Hearings

A. Annual Review of GPO Activities

On May 11, 1993, the Members of the Joint Committee held the annual oversight hearing on the activities of the Government Printing Office. The hearing focused on GPO's

current financial status and the FY 1992 financial audit contracted by GAO to Arthur Andersen and Company. While GPO received a clean financial opinion, GAO auditors projected GPO's FY 1993 losses at between \$11 and \$13 million as compared to FY 1992 losses of \$5 million. Among the recommendations made, Arthur Andersen suggested the redirection of procured printing to GPO's central plant as much as possible to increase the utilization of current committed costs in that area at prices competitive to the private sector. Acting Public Printer DiMario testified that GPO was experiencing losses in all of their printing and binding programs due to overstaffing and related costs, reduced revenue from Agency printing orders, the ongoing decline in the price of paper and increased in-house printing activities of other Federal agencies such as the General Services Administration, the Federal Prison Industries and primarily, the Defense Printing Service. The Acting Public Printer provided a general framework of measures he plans to take to stem the financial losses, including a 25 percent reduction in the management and administrative workforce.

Testimony was received from Acting Public Printer Michael F. DiMario, representatives of Arthur Andersen Company and the labor unions.

B. Hearing on the Defense Printing Service and DoD's Consolidation of Printing Services

On July 15, 1993, the Joint Committee on Printing held a hearing to further examine activities of the Defense Printing Service -- its size, cost comparisons of printing and duplicating services to those provided through the Government Printing Office, and the impact on private sector commercial printers. The Joint Committee on Printing received hundreds of letters from commercial printers in 1993, complaining of DPS' internalizing increasing amounts of printing work at much greater costs. A study conducted by GPO's Inspector General verified that the GPO could procure much of the DPS current workload (printing and duplicating) at savings averaging over 50 cents on the dollar. The General Accounting Office verified the results of this study in testimony at the hearing. It was learned in testimony from Admiral Robert M. Moore that restrictive language included within House and Senate Reports accompanying DoD's Appropriations Bill for the last two years had been ignored and that the Defense Printing Service was continuing to operate without heeding Congressional intent. Witnesses appearing were private sector commercial printers, representatives from the General Accounting Office, the Public Printer, GPO's Inspector General, and Admiral Robert M. Moore, Naval Supply Systems Command.

3. ICP Initiatives, Policies and Activities Affecting Executive Branch Printing Activities

The Joint Committee on Printing has continued to monitor and review Executive Branch printing activities and in Fiscal Year 1993, was able to effect over \$43.2 million in cost savings due to the approval, denial or deferral of requests for Executive Branch in-house printing and/or duplicating equipment. We believe that our actions in promoting the use of new printing and publishing technology when it demonstrates cost savings and other significant benefits to the Government have substantially improved more effective management of information. Joint Committee staff actively work on a day-to-day basis with printing personnel from all branches of the government to establish dialogues for the improvement of internal management in printing programs of individual Departments and

Agencies. At the same time, a primary focus is ensuring that the American public has unobstructed access to the Government's information at the lowest possible cost. Unfortunately, technological advances have blurred traditional definitions of "printing", "publishing", "duplicating" and "document", and departments and agencies from all branches of Government are providing their own definitions and often circumventing the law. The Congress is now deliberating various legislative proposals that will determine a strategy dealing with government information and its myriad related issues.

A. Printing Plant Rechartering

The Joint Committee on Printing in conjunction with GPO technical staff has begun the process of reviewing Executive Branch authorized printing plants to determine the true need for the existence of these facilities. In-house printing operations have been proven to be more costly to the Federal Government and unless a compelling need exists to fulfill an Agency's mission by printing and/or duplicating in-house, the Joint Committee on Printing believes substantial savings to the Government can be realized by contracting this work through GPO's Federal Printing Program to the private sector. Recent studies have shown that GPO is capable of providing the printing and duplicating needs of Federal Agencies for approximately 50 cents on the dollar through their competitive bidding process. At the present time, the Joint Committee has approved the disestablishment or is in the process of reviewing for disestablishment or downgrading, a total of 38 printing plants with a current estimated cost savings of \$4,189,779. Of the 38 plants, 20 are Defense Printing Service facilities which have been downgraded to duplicating status. The Joint Committee on Printing plans to continue its efforts in the next fiscal year to take an in-depth look at more of these plants in order to obtain even more savings to the Government in these tight economic times.

B. Memorandum of Understanding Between the Joint Committee on Printing, the Government Printing Office and the Federal Prison Industries

Legislative language contained in the Report accompanying the FY 1993 Legislative Branch Appropriations Act directed these three parties to enter into discussions aimed at reaching a Memorandum of Understanding which would address the need to employ and train increased numbers of prison inmates without significantly impacting on the level of printing procured through GPO. Staff representatives of all three parties met throughout the year on a regular basis to achieve this goal. An agreed upon draft MOU was submitted early in November 1993, to the senior management of Federal Prison Industries for approval which we believe adequately meets the needs and intent of the Congressional language. Specifically, the MOU would establish a joint GPO/FPI Clearinghouse tasked with the responsibility of identifying and directing appropriate work through GPO to an FPI pilot site and subsequent sites. The FPI Ray Brook, New York printing facility was chosen as the initial pilot and will operate in that status for one year. Under this concept the Clearinghouse would begin loading work at all FPI printing facilities with the cooperative work loading arrangements completed no later than the end of Fiscal Year 1999. While the Joint Committee has not received a notification from FPI that final agreement has been reached on this proposal, it is our intent to pursue to completion, compliance with this Congressional language.

C. Duplicating Center Oversight

The Joint Committee on Printing continues to be concerned about the expansion of Executive Branch duplicating centers which permit individual Departments and Agencies to maintain in-house facilities for the production of work which could more economically be procured through GPO's Federal Printing Program. The Defense Printing Service, with its acquisition of 57 expensive DocuTechs at an estimated value of \$14.8 million, is taking the lead in this trend. The Committee believes that this expansion throughout the Executive Branch negates any cost savings that would be achieved if the bulk of this work were more economically procured through the private sector. The Joint Committee was pleased that the House Subcommittees on Legislative Branch Appropriations and Defense Appropriations requested the General Accounting Office to conduct a more formalized report dealing specifically with the Defense Printing Service but with directions to make real distinctions between printing and duplicating. It is the Joint Committee's hope that this report will yield comprehensive data to substantiate our claims. Until such time that the GAO submits its findings, the Joint Committee has delayed the initiation of oversight or reporting requirements for Executive Branch duplicating activities.

D. Department of Defense Printing Services Consolidation

The Joint Committee on Printing has continued to monitor the activities of the Defense Printing Service (DPS) to ensure that the printing services consolidation provides the Federal Government with the most efficient and cost-effective means of producing its printed information. While DPS has ignored previous Congressional language and intent, the Joint Committee on Printing again this year, requested favorable consideration of language within the FY 1994 Defense Appropriations Bill that would require reductions of funds DPS could use for printed products and instead expend 50 percent of those funds on a competitive basis through GPO. While the final report to the DoD FY 1994 Appropriations Bill did not include this language, the request for a GAO review also specified receipt of a study showing a comprehensive cost comparison between DPS and GPO in providing printing and duplicating services. It is the Joint Committee's hope that this study which is to be completed by mid-April, 1994, will resolve the differences and disputes of which Agency can most cost-effectively and efficiently provide the printing and duplicating needs of the Defense Department and that Congressional language can then be developed which will mandate any changes that should be made.

E. National Aeronautics and Space Administration Inspector General Investigation

The JCP learned that some areas of NASA were directly procuring printing from support contractors without the benefit of competitive bidding through GPO. In two specific cases, NASA's printing management organization was ignored when it directed that printing was to be sent to GPO. As a result of this inaction, approximately \$40,000 of elaborate printing was purchased illegally. The JCP brought this matter to the attention of the NASA Inspector General for investigation and resolution. The NASA IG found these allegations to be true, recommended several corrective actions, and is attempting to recover the funds spent without authority.

F. Veterans Affairs Inspector General Investigation

During 1993, the VA's Regional Office and Insurance Center in Philadelphia acquired a two-color printing press without the knowledge of VA's printing management organization and without obtaining the approval of the Joint Committee. The JCP asked the Secretary of Veterans Affairs to involve the VA's Inspector General to determine why the equipment was acquired without approvals when a full level of printing services are available from GPO's Regional Procurement Office in the same city at far less cost. The VA Inspector General opened an investigation into the matter and found no justification for the equipment, but failed to take appropriate corrective actions. The matter has been returned to VA for full resolution.

II. Oversight of the Government Printing Office's Policies and Operations

The Joint Committee on Printing is responsible for overseeing the Government Printing office to ensure that the printing needs of Congress, the Executive and Judicial Branches of Government are met expeditiously and cost-effectively and that the public has the widest possible access to government information. The Joint Committee is achieving its mandated directives by setting policy for the GPO to execute, by providing continuity in GPO programs through all Presidential Administrations and by encouraging the application of new technologies to GPO's functions. While we believe GPO has made significant strides in the improvement of its services to its agency customers and the American public, we are urging GPO to move forward in technological improvements and search for new ways to reduce waste and promote greater cost savings. Following are some examples of Joint Committee actions taken to assist the Government Printing Office in its overall operational capabilities.

1. GPO Congressional Detailees

In response to Congressionally expressed concerns, language was included within the Conference Report accompanying the FY 1994 Legislative Branch Appropriations Bill which required a review of the practices currently used in assigning GPO detailees to Congressional offices. While recognizing that legitimate needs exist for professional assistance in the preparation and publishing of Committee prints, hearings, reports and other printed materials, Conferees directed GPO, with guidance from the Joint Committee on Printing, to include a proposal within their FY 1995 budget request for significant changes in this area.

The Joint Committee has consulted with GPO officials on this matter and GPO has responded by taking initial steps to address the amount of overtime hours currently being charged to the Congress. While GPO has reported a 36% reduction in overtime for FY 1993 as compared to FY 1992, they are in the process of preparing further suggestions for improvements in the area which will be submitted to the Committees on Appropriations for review.

2. Separation Incentive Program

In an effort to reduce the number of Legislative Branch employees, the FY 1994 Legislative Branch Appropriations Act (P.L. 103-69), granted GPO the authority to offer a lump-sum cash incentive payment to certain GPO employees who retire or resign prior to January 1, 1994. Public Printer Michael F. DiMario reported that as of November 30, 1993, 377 applications for separation had been approved. Of the 4,850 legislatively authorized FTE's for FY 1994, 4,661 FTE's were on board in October, with an estimated January number of 4,261. GPO predicts an FY 1994 net cost reduction of \$6,800,000 and \$20 million in FY 1995 if a projected 400 separations occur.

3. Web Offset Presses

As approved by the Membership of the Joint Committee on Printing in July 1992, GPO was directed to purchase three 64-page web offset presses to be used for the production of the Congressional Record and the Federal Register. The contract for these presses was awarded in December 1992, at a cost of \$14,489,570. Public Printer DiMario has recently informed the Joint Committee that the first press is scheduled for delivery in March 1994, with the other two presses installed by August 1995. The total project cost including the removal of the present record presses and restoration of that area for other productive uses, will approximate \$18.4 million.

4. Print-On-Demand

While GPO successfully demonstrated to Congressional officials that they could provide final typeset Congressional bills on a print-on-demand basis by using PostScript files on optical disc equipment, little demand has surfaced for this service. Should Congress decide that this technology would prove to be a cost-effective and efficient means of obtaining immediate copies of legislative materials, GPO will implement the service at strategic locations on Capitol Hill.

5. On-Line Congressional Record

As stipulated in the GPO Access Legislation, the Superintendent of Documents is required to provide a system of on-line access to the Congressional Record, the Federal Register and other appropriate publications collectively referred to as the GPO Access System. This service, which is to be operational by June 1994, will be implemented in two phases. The first phase will include two methods of on-line dissemination that can be achieved prior to the deadline and the second phase will provide a more sophisticated on-line search and retrieval service. Both phases will provide access to the Congressional Record and the Federal Register. The two methods of dissemination that are achievable within the next few months are the development of a prototype service to provide both products on-line, complete with graphics via the Internet, using a Wide Area Information Server (WAIS) and a second prototype service to provide the Record and Register on-line, complete with graphics, via dial-up or Internet access, using commercially available document interchange file formats. A longer development cycle will be required to meet a broader spectrum of Federal depository library and public needs for the second phase of the service. GPO reports that while it is too soon to determine what the rates will be for the on-

line services, they will price all of the on-line services at "incremental cost" as directed by law. Prior to full public release, the GPO Access System will be tested at a number of sites to gather information on the quality and value of the services as well as to determine an estimation of usage and costs.

6. CD-ROM Task Force

The CD-ROM Task force, assembled at the initiation of the Joint Committee on Printing to develop requirements for producing the Congressional Record on CD-ROM, has determined that it is best to delay their work until implementation details of the on-line Record are available. One of the requirements of GPO's Request for Proposal is to include the capacity for the software to search and retrieve a CD-ROM product using the same commands. The Joint Committee believes that developing both the on-line and CD-ROM versions of the Record around the same basic software will reduce costs and greatly simplify its use.

7. Congressional Record Index

The Joint Committee continues to manage the activities of the Congressional Record Index Office. The 1987 Index is scheduled to be delivered by December 17, 1993, and the 1998 Index will be released for printing also in December. During the past fiscal year the Index Office has also been working on the 1992 electronic cumulative database. It is anticipated that this project will be completed and available for on-line distribution before Congress reconvenes in January 1994.

8. Bound Congressional Record

One third of the 1990 bound Congressional Record volumes have been distributed to offices and Regional Depository Libraries. The Joint Committee on Printing after reviewing the report of the Congressional Record pilot project, established a task force to plan for the publication of other years of the Record on CD-ROM. The software chosen will be compatible with the software selected for the on-line Record as required in the recently enacted GPO Electronic Information Access Enhancement Act of 1993.

9. Federal Register

In response to GAO recommendations to the Administrative Committee of the Federal Register specifying increased usage of electronic technology, GPO, in consultation with the Office of the Federal Register (OFR), announced a new page-rate incentive discount policy for agencies who electronically submit documents in uncoded format, WordPerfect and WordPerfect template for conversion to fully coded products. The OFR, in turn, has conducted training sessions to minimize errors in agency-submitted disk documents. To further the goal of using telecommunication for document transmission, GPO installed a VAX computer and linked it by laser with OFR's network of personal computers. GPO is currently expanding its existing plans to be more inclusive of OFR's operations and is consulting with them on a draft implementation plan for the on-line Federal Register.

10. Audit on GPO Financial Operations

In May 1993, the General Accounting Office issued its audit report on GPO's 1992 financial statements. The audit, conducted by Arthur Andersen and Company, found the financial statements to be reliable in all material aspects but a separate report was issued that cited seven reportable conditions and 88 comments and suggestions for GPO management. The three following areas were cited in the audit to be of particular importance: (1) GPO should prepare a financial analysis to support the strategic planning project on their core products; (2) improve periodic reporting of financial and operational information to the Members and staff of the JCP, and (3) address electronic data processing system deficiencies. GPO management responses have been prepared and in most cases, actions are either underway or have been implemented.

11. GPO Paper Procurement Audit

In 1992, the Joint Committee requested a first-time review of the Paper Procurement Program. GPO's Inspector General has recently notified the Committee that the review has progressed to the draft audit phase with a final report to be issued by March, 1994. The review identified opportunities to increase competition and improve the effectiveness of the program, strengthen management controls and take greater advantage of information system technology.

12. GPO Printing Procurement Contracts and Practices

In response to concerns expressed by the Joint Committee on Printing and Members of the House Subcommittee on Legislative Branch Appropriations, GPO's Inspector General was asked to conduct a review of GPO's printing procurement activities. As the Federal Printing Program utilizes competitive bidding among commercial printers to provide Government printing requirements at the lowest possible cost, the review was to provide assurances that the program was efficient, effective and free from any possible fraudulent activity. The Office of the Inspector General reported 54 potential findings of which 21 have been referred to the Office of Audits for additional action and 12 were referred to the Office of Investigations for action. The project continues and will be on-going until all reports have been delivered to the Joint Committee on Printing.

13. GPO Labor/Management

The Joint Committee on Printing continues to discharge its oversight functions with respect to labor and management issues pursuant to section 305, Title 44, United States Code and the Keiss Act. The Joint Committee delayed implementation of the former Public Printer's proposed rate increase for non-bargaining middle managers and an accompanying reorganization proposal in January of 1993. The JCP put a stay on the proposed increase because of the entwined "alteration in the structure of the workforce," the disproportionately high increase proposed for middle managers and the desire to allow the Administration to propose its own reorganization plan. The JCP was able to approve a modified (and less costly) plan later submitted by the Administration's then-Acting Public Printer, Mike DiMario, in February.

All previously negotiated wage agreements remained in effect through fiscal year 1993. The wage agreement of the Government Printing Office Police force, however, will be up for renegotiation in fiscal year 1994.

14. Oversight of the Public's Right of Access to Government Publications

A. Depository Library Program

The Joint Committee on Printing is responsible for the oversight of the Congressionally-established Depository Library Program. This program, with at least one depository library in every Congressional District, makes Government publications available at no cost for the use of the public in libraries across the country. It serves an additional function by effectively and inexpensively operating in such a way that all branches of the Federal Government are able to share government information.

The Government Printing Office Electronic Information Access Enhancement Act of 1993 (P.L. 103-40)

The Joint Committee worked with its parent committees, the Senate Committee on Rules and Administration and the Committee on House Administration to obtain the passage of Public Law 103-40 "The Government Printing Office Electronic Information Access Enhancement Act of 1993". P.L. 103-40 requires that the Superintendent of Documents establish and maintain: (1) an electronic directory of Federal public information stored electronically; (2) a system of on-line access to the Congressional Record, the Federal Register, and other publications distributed by the Superintendent of Documents that he considers appropriate for distribution over this system; and (3) an electronic storage facility for federal electronic information provided in this system of access. These services will be provided free to depository libraries and inexpensively to others. As a first step in implementing the Access Act, GPO will be on the Internet in January providing access to its Federal Bulletin Board.

A prototype locator is being developed by GPO contract which will be operational by June 8, 1994. The locator will operate using natural language searches of participating databases using a user friendly interface. The locator will be adaptable for interfacing with a variety of formats of existing government databases including OMB's Government Information Locator (GILS) core elements.

Access to Electronic Information - Pilot Projects

In April of 1987, the Joint Committee on Printing passed a resolution approving the establishment of pilot projects to "test the feasibility and practicality of disseminating government publications to depository libraries in electronic formats". The projects which were completed in 1991, included three CD-ROM and two on-line projects. An evaluation survey was sent to all pilot participants with two of those evaluations now completed and published. The other three evaluations will be printed in early 1994. The Joint Committee on Printing considers these pilots to have been successful, and as a result has encouraged all agencies publishing on CD-ROM, floppy disks and on-line to cooperate with GPO in providing these electronic publications to depository libraries.

Final Congressional Record (1985)

All 1400 depository libraries received a copy of the Congressional Record on CD-ROM. The evaluation report was completed and provided to the Joint Committee on Printing and the Appropriations Committee early in 1993. Librarians indicated general acceptance of the CD-ROM technology for the Record with nearly 62% favoring issuance of future years of a Record CD-ROM, although only 38 percent would accept it as a substitute for the paper format. Paper was preferred by 58%, CD-ROM by 32% and microfiche by 11%. CD-ROM was acceptable to 57% as a substitute for microfiche. The Joint Committee on Printing after reviewing the report established a task force to plan for the publication of additional years of the Congressional Record on CD-ROM. The software chosen will be compatible with the software selected for the on-line Record required in the GPO Access Act of 1993.

Census Publications on CD-ROM

Since the initial census publication on CD-ROM was sent in 1988 some 25 CD-ROM titles (annual and monthlies) are distributed to depository libraries on a regular basis. The evaluation survey covered all the titles sent before July of 1991. GPO estimates it will have a completed report by Spring of 1994.

Toxic Release Inventory Data Base (TRI)

Some 605 libraries received the 1987 edition of TRI on CD-ROM. Since that time the libraries have received the latest TRI data each year on CD-ROM and the EPA has provided 4 additional publications on CD-ROM or floppy disk. GPO projects a completion of the evaluation of the project by Spring 1994.

Commerce Department Economic Bulletin Board

Some 100 libraries accessed the on-line Economic Bulletin Board for 6 months. GPO estimates completion date of evaluation by Spring of 1994.

Department of Energy Bibliographic Data Base

The evaluation of this pilot project was completed in August of 1993. It was comprised of two components: I "Information Access", and II "Alternative Media for full-text delivery".

Seventeen depository libraries participated in component I and were given access to the Energy and Technology data base. The results of the pilot indicate that the public's use of scientific reports increases if they have knowledge of them through the library's catalog. But the libraries experienced problems in converting the MARC like records to the MARC format used in the standard library catalogs. The libraries would prefer that GPO convert the records before sending those records to the libraries.

Component II was composed of two major parts: (1) a survey of all 1,398 depository libraries to assess their current and future use of various media for acquiring full-text

scientific and technical information, and (2) a technology assessment of existing and developing media to determine their applicability to the storage and dissemination of full-text information. A total of 1,064 of the 1,398 or 76% of the libraries responded to the survey.

Libraries indicated that patrons disliked microfiche and preferred paper or electronic formats. The evaluation concluded that, "At present, the most realistic electronic alternative to microfiche for dissemination of full-text information is CD-ROM. This medium is preferred by most libraries, is relatively inexpensive to produce, requires less storage space than microfiche or paper, retains the integrity of the data, and can be easily searched. However, the life span of this medium is currently unknown, rendering its potential for long-range storage of information somewhat questionable. The 14,000 DOE reports distributed to Depository Libraries per year could require the creation of as many as 4 new CD-ROM discs per week. In addition if libraries want to be able to provide simultaneous access to multiple users, the acquisition of CD-ROM "jukeboxes" and network interfaces could be required. Because many libraries have limited budgets for acquisition of additional equipment, CD-ROM may not be an ideal choice for disseminating full text despite its many benefits."

The report goes on to suggest that, "Providing a CD-ROM containing cataloging information corresponding to microfiche and paper shipments of DOE research results, rather than the full text of these documents, would provide better access and reference to this information. Additionally making the indexing information available on a CD-ROM would capitalize on the libraries expressed desire to access full text information via a PC."

Cataloging Backlog

As the microfiche production backlog was reduced and those titles were sent to be cataloged, they became part of the cataloging backlog. The Joint Committee is concerned that because of the backlog, the public does not know which publications have been distributed to depository libraries and cannot search for those titles in the national cataloging data bases. The backlog as of December 1993, is 13,000 titles. GPO receives about 2000 new titles each month and catalogs about 2000 each month. In order to eliminate the backlog, GPO needs to catalog an additional 1000 titles per month. Because of inadequate staffing the goal of zero backlog cannot be met.

The Joint Committee on Printing, GPO, and the Library of Congress are working together to expand the cooperative cataloging program so GPO can accept cataloging done by other agencies, particularly scientific and technical agencies so that eventually cataloging records can become part of the Monthly Catalog of U.S. Government Publications.

Acquisition, Classification and Shipment Information System (ACSIS)

The Joint Committee on Printing urged GPO to take steps to deal with fugitive documents, including tracking what publications are supposed to be in the Federal Depository Library Program. As a result, GPO developed ACSIS which provides an electronic consolidated source of information about publications in the program at every stage in the processing life cycle, from requisition and receipt to distribution.

ACSYS has eliminated redundant manual files previously maintained by a number of sections. Use of these records has increased accuracy and consistency in ordering, improved accountability, and reduced overages, shortages, and back-to-press charges. Through ACSYS, contractor deficiencies are identifiable at the time of receipt, thus allowing timely corrective action by GPO.

Advisory Committee

At the Joint Committee's suggestion, GPO established a small advisory committee of depository librarians to assist GPO in reviewing the various identification numbers assigned to government publications by GPO, in order to simplify and expedite the classification, acquisition and distribution of these publications.

Court Decisions

The Joint Committee persuaded all of the Federal circuit courts to provide their decisions to depository libraries over GPO's electronic Federal Bulletin Board. This will build upon the Joint Committee's earlier success in persuading the Supreme Court to provide their opinions over the FBB.

B. Sales Program

The Congress established the Superintendent of Documents sales program to sell publications to the public on a cost-recovery basis at a reasonable price. In order to improve the operation of this program, the Joint Committee authorized GPO in 1993, to purchase a new telephone system, upgrade automation support and equipment and acquire new modular furniture. These improvements will be in place when the sales program moves out of rented space into the main GPO building in August of 1994. This move and upgrade will enable GPO to be more responsive to its customers with fewer staff and less space.

Federal Bulletin Board

Two years ago as the result of the Joint Committee's urging, GPO set up the Federal Bulletin Board (FBB) to provide current data in electronic format to depository libraries and the general public. The FBB has been so successful that it now provides over 4,500 files which include agency regulations, court decisions, newsletters and statistical data. In order to expand the accessibility to the public, FBB will be available over the Internet by January of 1994.

Bookstores

The Joint Committee on Printing continues to support the public's easy access to sales publications through the GPO bookstore program. In response to a JCP request for evaluation of this program and a plan for improving the bookstore's services, GPO initially connected all the bookstores by modem to the GPO headquarters electronic data bases. The stores can now review what books are in stock for placement of customer orders, review a customers deposit account to determine availability of funds and conduct many other transactions electronically.

As a result of these improvements and two bookstore relocations to better commercial space, twenty of the twenty three stores reported a 9% increase in sales for a total of \$15.5 million over the previous year's revenue of \$14.2 million.

C. International Exchange Service Program Backlog

As provided by section 1719, Title 44 USC, the Library of Congress conducts official exchanges of Government publications with a number of foreign governments as determined by the Brussels Conventions of 1886, executive agreements, or treaties. Under the resulting International Exchange Service (IES) Program, the Superintendent of Documents assembles and distributes the official exchange sets for the United States while the Library of Congress receives and houses the official publications of the other nations.

According to a recent letter from the Library, problems have weakened the effectiveness of the IES program. "Resolution of GPO's fiche contracting problems has ameliorated the situation to some degree, but there are indications that our receipt of foreign official publications have declined because of dissatisfaction with the full set. The basic problems are: 1) delays in producing the IES only microfiche, 2) gaps in the IES only microfiche; and 3) lack of a list of the classes constituting a full set." The Joint Committee believes that the recommendations made by a JCP-sponsored working group that the foreign exchange libraries be added to the domestic depository computerized selection and distribution system is the solution to the problem. If implemented, this proposal should allow the program to operate far more efficiently and allow foreign libraries to pre-select publications, thereby reducing the number of publications printed, microfiched and later discarded by the libraries.

D. By-Law Publications and Distribution

The Joint Committee on Printing was able to effect a \$24,000 annual cost savings in by-law distribution by two actions. The Department of Agriculture was persuaded to assume the cost of distributing soil surveys and agriculture decisions to the recipients on their list. In addition, GPO reduced the number of free copies of its Monthly Catalog of U.S. Government Publications from 82 to 32. It is the Committee's intent to further pursue this area with the hope that additional publishing agencies will assume the cost of their own by-law distribution.

15. Overall Management of GPO

FY 1993 GPO EXPENDITURES

The Joint Committee on Printing concurred in November 1992, with GPO's FY 1993 estimates for expenditures relating to their FY 1993 annual contracts, which decreased by \$3,350,994 from FY 1992. Following is a summary of these annual expenditures totalling \$75,443,856. A listing of other projects with amounts requested separately for major facility improvements, capital expenditures and additional projects submitted to the JCP for approval throughout the year follow this summary.

<u>Type of Action</u>	<u>Total Valuation</u>
Procurements	
Paper	\$36,246,830
Capital Equipment Expenditures (See Below)	
Materials/Supplies	2,053,997
	Subtotal: \$38,300,827
Leases	\$ 7,366,938
Service Contracts	29,748,091
Repairs/Renovations/Maintenance	28,000
	GRAND TOTAL: \$75,443,856

In an effort to assist the Government Printing Office to improve its overall operational capabilities, the Joint Committee reviewed and subsequently approved in November 1992, \$7,351,730 in funds to allow the Public Printer to make major facility improvements during FY 1993. An additional \$2,138,940 was requested and approved by the JCP for FY 1993 major capital expenditures. Funds in this category were requested for industrial truck replacements, computer equipment and software, production and telecommunications equipment and office furniture.

Approximately \$6.7 million of the facility improvement request was required for the physical reconfiguration of the main GPO building to accommodate the relocation of personnel from Union Center Plaza. All employees of GPO's Documents Sales Service and the Office of Information Resources Management, currently working in leased space at Union Center Plaza, will be relocated to the main GPO building by August, 1994. The original facility improvement submission did not contain proposals for required new furniture and furnishings, telecommunications equipment and digital voice terminals nor updated computer hardware and software which is required to effectively serve the public through the Documents Sales Program. The Joint Committee asked GPO to review the amount projected for the balance of this project. As a result of this review, \$1,789,000 was deleted from the original estimate as expenditures which could either be delayed or eliminated as a result of closer scrutiny of the project. The Joint Committee approved the revised sum of \$2,378,992 to complete this relocation project.

III. Compilation, Publication and Distribution of Certain Congressional Publications, Including the Congressional Directory and the Congressional Pictorial Directory

Cost Savings

The Joint Committee on Printing, through various actions was able to achieve \$1,049,187 in cost savings for the Legislative Branch of government in FY 1993. These

savings were achieved primarily through the use of computerized technology for Congressional publications.

In an effort to reduce Congressional printing costs, the Joint Committee sent a communication to all Congressional Committee Chairmen notifying them of new guidelines for those Committees who wish to print additional copies of committee publications beyond the statutory limit. This action has resulted in the reduction of those requests by 50% over 1992.

The Joint Committee was also successful in securing agreements from the Commerce Department and the Office of the Federal Register to use their own funds in supplying publications which had been purchased with Congressional money in past years. The Joint Committee is in the process of arriving at the same agreement with the Department of State for other titles supplied to Members of Congress under current statute.

1. Congressional Publications

The Joint Committee establishes policies, standards, and procedures for the printing of Congressional publications. These include bills, committee reports, hearings, committee prints, the Congressional Record, the Congressional Record Index, calendars, documents, and other publications printed by resolution.

The Joint Committee also oversees the distribution of the following Congressional publications to Members of Congress and Committees: Congressional Record; Congressional Record Index; U.S. Congressional Serial Set; U.S. Code; Statutes-at-Large; Treaties and International Agreements; Foreign Relations of the United States; Jefferson's Manual and Rules of the House; Deschler's Precedents; The Capitol: A Pictorial History of the Capitol and the Congress; Our Flag; the U.S. Constitution Annotated; How Our Laws Are Made; The Constitution; the Department of Agriculture Yearbooks; and the high school and college debate topics.

Pursuant to provision of law, the Joint Committee compiled and published the Congressional Directory and Congressional Pictorial Directory for the 103d Congress, as well as flashcard sets of newly elected Members of Congress for use by police, doorkeepers, and pages.

a. Congressional Directory

The Congressional Directory, S. Pub. 103-8, was printed and delivered to Congressional offices in June 1993. An updated electronic data base of the publication is being provided to the Government Printing Office for sales to the public and agencies in electronic format as well as print format.

The Congressional Directory for the 103d Congress reflects the changes in Congressional apportionment since the 1990 census, and included updates in Zip Codes and maps for Congressional Districts.

The Joint Committee was able to reduce the cost for the 1993-1994 edition by \$145,590 which was achieved by using electronic technology.

b. Congressional Pictorial Directory

The Congressional Pictorial Directory, S. Prt. 103-5, was delivered in February 1993. The text and photographs for the 103d Congress edition are being stored digitally by GPO with these images available in electronic format for sale to the public by the Superintendent of Documents. These images have been used previously for other products as required by Congress, the White House and other Federal agencies without the necessity of incurring the costs of resizing and recapturing images. A cost reduction of \$22,597 was realized by using this automation.

c. Year of the American Indian

The Joint Committee is compiling a publication as a House Document to honor the contributions and culture of Native Americans.

d. Thurgood Marshall Eulogy

The Joint Committee is compiling as a House Document, tributes offered by Members of Congress in honor of Associate Justice Thurgood Marshall.

e. Patricia Ryan Nixon Tribute Book

The Joint Committee will soon release for printing as a Senate Document, tributes offered by Members of Congress in honor of former First Lady, Patricia Ryan Nixon.

f. Other Printing Activity by the Joint Committee

The Joint Committee in 1993, published pursuant to statute, eulogies for Senator Quentin Burdick of North Dakota and Representative Silvio O. Conte of Massachusetts. Eulogies of the following Members of Congress will be issued in the near future: Senator John Heinz of Pennsylvania, Senator John Tower of Texas, Representative Walter Jones of North Carolina, Representative Ted Weiss of New York, and Representative Paul B. Henry of Michigan.

In 1993, the Joint Committee published Our American Government, and Addresses and Special Orders in Honor of Hon. Morris K. Udall. In addition, the annual reports of five veterans organizations were printed as House Documents, as provided by statute. The national debate topic for high schools and the topic for colleges were prepared by the Congressional Research Service for printing by the GPO under the direction of the Joint Committee on Printing. Also, the staff of the Joint Committee worked with the Architect of the Capitol for the production of two annual reports by the Architect, as well as a report on the construction of the Thurgood Marshall Federal Judiciary Building.

g. Hearings

The Joint Committee on Printing held two hearings in 1993: an oversight hearing on GPO in May, and in July, a hearing on the activities of the Defense Printing Service.

IV. Establishment of Standards and Specifications for Printing Papers Procured for and Used by Federal Departments

1. Government Paper Specification Standards

The law requires the Joint Committee to set standards for printing and writing papers for the Federal Government. These standards must be used by all Federal Government publishers unless an exception is granted by the Joint Committee. The JCP publishes the Government Paper Specification Standards, which define the Government's minimum needs for the various types of printing papers used by the Federal Government. The standards also explain testing and acceptance criteria and indicate the availability of standard paper samples from the Government Printing Office.

During this year, the Joint Committee staff has worked closely with the White House and the Environmental Protection Agency in developing the details of the President's recent Executive Order on Recycling. The Executive Order requires a minimum of 20 percent Post Consumer Recovered Materials in uncoated printing and writing papers purchased after December 31, 1992. To formally incorporate the recycling requirements in the recent Executive Order and to implement a higher level of recycled content in all printing and writing papers, the Joint Committee has revised the Government Paper Specification Standards and will publish the new edition in early 1994.

2. Recycled Papers

In FY 1993, the Joint Committee on Printing continued to oversee the successful implementation of the Government Printing Office's comprehensive recycled paper purchase program. This program was initiated in June 1989, at the JCP's direction, based on the guidelines issued by the EPA as required by the Resource Conservation and Recovery Act. Since the program began, more than 95 percent of the paper and envelopes included in the EPA guidelines and bought by GPO for in-house production of Congressional materials and for sales to Federal agencies has contained a minimum of 50 percent recovered material content. In many cases, JCP has directed GPO to acquire papers with a higher percentage of recycled fibers, particularly post consumer fibers, than suggested by these EPA guidelines.

After President Clinton issued his Executive Order on recycling in early October, the JCP immediately reviewed the requirements of on-going quarterly paper procurements and incorporated the 20 percent Post Consumer recycled fiber content provision wherever practical. As a result, most of the paper that will be shipped to GPO beginning in January 1994, will contain the desired 20 percent post consumer waste content. This was

accomplished without an increase in the cost of paper. The JCP is also making available a new 100 percent recycled, 50 percent post consumer waste content paper for use in copy machines and duplicators. This new paper is expected to cost less than the virgin fiber paper now widely utilized by Federal agencies.

During FY-93, GPO continued using newsprint with 100 percent post-consumer fiber content. This newsprint is used to print the Congressional Record and the Federal Register. This paper has posed no production problems and provides a 4.6 percent savings over the previous virgin newsprint used. The Joint Committee recently directed GPO to exercise the second and final contract extension that will provide newsprint for calendar year 1994 without any increase in price.

3. Passport Paper

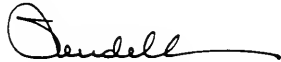
Working closely with the Department of State and the Government Printing Office, JCP has successfully initiated a 5-year contract for a new passport paper. This new passport paper contains several new and unique devices to provide a much higher level of security for America's passports. The contract was competitively bid with significant competition and as a result a very competitive price was obtained. The State Department plans to issue a new passport format using this security paper beginning in early 1994.

**Comparison between the Joint Committee's Budget
Request for Fiscal Year 1995 and the Appropriation
Approved for Fiscal Year 1994**

The Joint Committee on Printing's Fiscal Year 1995 budget request of \$1,380,000 is a \$36,000 (2.7%) increase over FY 1994, but \$11,000 less than the FY 1993 appropriation. The projected increase is comprised of the anticipated 2.6% COLA to be granted in January 1995, with a subsequent \$30,000 rise in personnel compensation and agency benefits. The remaining \$6,000 of this increase is requested for administrative expenses. The Joint Committee internally reduced this category by \$12,000 in FY 1994 in order to partially compensate for a shortfall it has experienced in its agency contributions for the past two years.

The Joint Committee on Printing is proud of the actions it has taken during the past year in its efforts to monitor the printing and publishing activities of the Federal Government and to ensure that the public retains its right of access to the information it has created. The Congress will continue to debate during 1994, what if any jurisdictional changes should be made to the Government's printing policies, the role of the Government Printing Office and the existence of this Committee, but until these legislative decisions are made, this Committee and its staff will continue to discharge its responsibilities in a vigorous way. With these thoughts in mind, I respectfully request your favorable consideration of the Joint Committee's budget submission for Fiscal Year 1995.

Sincerely,



Wendell H. Ford
Chairman

Schedule A

Joint Committee on Printing
Summary - Submission to OMB
By Appropriation and Object Class

Categories	FY 1993 Actual		FY 1994 Estimated		FY 1995 Estimated		Net Change 94/95	
	17 Staff	Dollars (\$)	17 Staff	Dollars (\$)	17 Staff	Dollars (\$)	0 Staff	Dollars (\$)
1. Breakdown by Appropriation Joint Committee on Printing		1,391,000		1,344,000		1,380,000		36,000
2. Breakdown by Object Class:								
11 Personnel Compensation		1,026,876		1,087,000		1,108,000		21,000
12 Personnel Benefits		219,981		235,000		244,000		9,000
21 Travel		4,893		5,000		10,000		5,000
23 Communications and Utilities		530		1,000		1,000		0
25 Other Services								
A. Temporary Personnel								
B. Seminars/Training		7,012		7,000		8,000		1,000
C. Hearings/Meetings		592		2,000		1,000		0
26 Supplies and Materials		5,632		6,000		5,000		1,000
Total		1,265,516		1,344,000		1,380,000		36,000

Schedule B

Joint Committee on Printing
Analysis of Change to Budget
Base by Organization and Object Class

Categories	1995 Mandatory Pay and Related Costs		Price Level Changes		Program Type Changes				Equipment, Alterations Maintenance Replace, etc.		Total Changes	
	17 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)	0 Staff	Dollars (000)
Breakdown by Appropriations: Joint Committee on Printing		\$36.0										36.0
Breakdown by Object Class:												
11 Personnel Compensation		21.0										21.0
12 Personnel Benefits		9.0										9.0
13 Benefits to Former Personnel												
21 Travel												
22 Transportation								\$5.0				5.0
23 Rent, Communications, and Utilities												
24 Printing and Reproduction												
25 Other Services				\$1.0				1.0				2.0
26 Supplies and Materials									(1.0)			(1.0)
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		\$30.0		\$1.0				\$6.0		(1.0)		\$36.0

Schedule C

Joint Committee on Printing
Detailed Analysis of Change by Organization
FY 1995 Budget Request

	Calculation of Base	
	Staff 17	Amount (\$000)
Appropriation, 1994		\$1,344.0
	1995 Request	
I. Adjustments to Base	Staff 17	Amount (\$000)
A. Mandatory Pay and Related Costs		
1. Staff Salary/Adjustment Including COLA		\$21.0
2. Increased Cost of Personnel Benefits		9.0
B. Price Level Changes		
1. Increase in Cost for Temporary Personnel		1.0
C. Program Type Changes		
1. Legislation		
2. Workload		
a. Increase in cost and frequency of travel		5.0
b. Increase in cost for hearings and related expenses		1.0
3. Equipment, Alterations, Maintenance and Repairs, etc.		
a. Decrease in cost of Supplies, Equipment, and Materials		(1.0)
b. No change in Communications and Utilities		
II. Net Increase/Decrease Required		36.0
III. Total Appropriations Request, 1995		\$1,380.0

Schedule D

Joint Committee on Printing
Detailed Analysis of Change by Organization
FY 1995 Budget Request

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation	17	\$1,344.0
Proposed Change for FY 1995		
Mandatory Pay and Related Cost		30.0
Price Level Changes		1.0
Program Type Changes		5.0
Total Proposed Change		36.0
FY 1995 Budget Request	17	\$1,380.0

JOINT COMMITTEE ON TAXATION

1030 CONGRESS 1ST SESSION

HOUSE	SENATE
DAN ROSTENOWSKI ILLINOIS CHAIRMAN	DANIEL PATRICK MOYNIHAN NEW YORK
SAM GREENE FLORIDA	VICE CHAIRMAN
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Congress of the United States

JOINT COMMITTEE ON TAXATION
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(LAW)
BERNARD A. SCHMIDT
ASSOCIATE CHIEF OF STAFF
(REVENUE ANALYSIS)

December 15, 1993

Honorable Vic Fazio
Chairman
Subcommittee on Legislative
Committee on Appropriations
U.S. House of Representatives
Washington, D.C. 20515

Dear Mr. Chairman:

I am writing in regard to the fiscal year 1995 appropriation for the Joint Committee on Taxation.

Attachments A through D provide a summary of the activity of the Joint Committee on Taxation staff for calendar year 1993. The Joint Committee staff drafted 12 Committee Reports and 3 miscellaneous legislative reports during 1993 (see Attachment B). These reports included several major legislative initiatives requiring significant staff resources. These initiatives were H.R. 2264, the Omnibus Budget Reconciliation Act of 1993 (P.L. 103-66), H.R. 920, the Emergency Unemployment Compensation Amendments of 1993 (P.L. 103-6), H.R. 3419, the Tax Simplification and Technical Corrections Act of 1993, and its predecessors, H.R. 13 and H.R. 17.

The Joint Committee staff also prepared seven hearing pamphlets and committee reports on proposed income tax conventions and protocols for the Senate Committee on Foreign Relations. Further, the Joint Committee staff published 33 other documents during the year, including pamphlets prepared at the request of the House Committee on Ways and Means or the Senate Committee on Finance for hearings held by those committees and pamphlets prepared for the benefit of Members of Congress and their staffs in connection with tax issues of current interest (see Attachments C and D). Considerable staff time was spent researching the issues involved in health care reform and we anticipate a significant increase in our work in this area in the next year.

One of the statutorily mandated functions of the staff of the Joint Committee is the review of IRS' proposed refunds or credits of income tax, estate and gift tax, or any tax on public charities, foundations, pension plans, or real estate

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Washington, DC 20515-6453

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investment trusts in excess of \$1,000,000. The staff makes a report on each refund case in excess of \$1,000,000, and makes comments or recommendations with respect to the proposed refund case to the IRS. During 1993, the Joint Committee refund staff reviewed 655 proposed refunds.

Finally, for the ninth consecutive year the Joint Committee staff faced an increase in the number of requests for estimates of the revenue effects of various legislative proposals during 1993 (see Attachment A). During 1993, the staff received over 2,380 written requests for revenue estimates. In addition, the staff provided estimates for revenues options and packages that were included in over 270 tables. The number of requests for revenue estimates in 1993 was five times larger than the number requested during the year in which tax reform was enacted (Tax Reform Act of 1986). This large percentage increase has placed an enormous strain on the resources of the Joint Committee revenue estimating staff.

It is likely that the demand for Joint Committee staff services will be unprecedented in 1994 and 1995. The Administration has proposed major policy initiatives such as the overhaul of the U.S. health care delivery system. Proposals to reform the welfare system can also be anticipated. I anticipate that Congressional consideration of these policy initiatives will place critical demands on the staff of the Joint Committee.

The Joint Committee staff received no increase in appropriations for fiscal year 1993 and a 1 percent reduction for fiscal year 1994. This reduction has (1) hampered the Joint Committee's efforts to fill authorized positions at a time when its need for qualified professional staff has never been greater, and (2) prevented the upgrading of computer equipment and services that enable the Joint Committee staff to respond promptly to requests for assistance from Members of Congress.

Accordingly, the appropriation request for fiscal year 1995 has three major components: (1) an increase in the amount

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dedicated to data preparation contracts; (2) the costs attributable to implementing fully the installation of an electronic document storage and tracking system; and (3) proposed increases in personnel expense to (a) cover the cost of filling available staff slots, (b) provide merit increases for existing staff, and (c) increase the starting salaries for new professional staff members.

A. Summary of Budget Request

In a letter to the Clerk of the House, dated November 9, 1993, the Chief of Staff of the Joint Committee, at my direction, requested a total fiscal year 1995 appropriation of \$6,278,000. This represents an \$577,000 (10.1%) increase over the fiscal year 1994 appropriation. Because of the appropriation freeze for fiscal years 1993 and 1994, this increase effectively covers three fiscal years, rather than one. Details of this appropriation request are outlined below with justifications for the levels requested.

B. Details of Fiscal Year 1995 Appropriation Request

1. Nonpersonnel expenses

I am requesting a \$207,000 increase in total nonpersonnel expenses. Although requested increases for many of the nonpersonnel items represent inflation adjustments only, certain of the items for which there are significant increases merit specific discussion.

a. Other services.---I am requesting an increase of \$51,000 for other services. In addition to normal inflation increases, a significant proportion of the requested increase is intended to finance the cost of contracts with consultants.

This element of the request relates directly to the increased demands for assistance placed on the staff of the Joint Committee on Taxation by the Members of Congress. The needs of the Members for immediate responses to requests for revenue estimates and the substantial increase in the number of

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requests for revenue estimates that the Joint Committee staff receives has placed tremendous burdens on the Joint Committee's revenue estimating staff. To perform efficiently, the staff of the Joint Committee on Taxation has found it necessary to contract with certain private sector organizations to do work that the Joint Committee staff does not have the time or resources to do otherwise.

The Joint Committee has budgeted \$92,000 for consultant services. These funds are needed to hire consultants capable of assisting in the implementation of our document storage and tracking system (discussed in greater detail below), which will enable us to follow more closely the status of Member requests and respond more quickly to such requests.

b. Equipment.---I am requesting a \$153,000 increase in the appropriation for equipment expenses. We estimate maintenance and repair costs for the existing equipment of \$115,000 and new equipment costs of \$153,000, for a total of \$268,000. The additional funds will be divided between two components.

During fiscal year 1994, the Joint Committee will install the first stage of an electronic document storage and tracking system mentioned above. The system will run on equipment and software purchased with funds from fiscal years 1992 and earlier years. But the funding freeze in fiscal year 1993 and the reduction of funding for fiscal year 1994 will make it impossible to move beyond the first stage. Full implementation of the system will not be possible without additional funds for equipment and software purchases in fiscal year 1995.

In addition to the new equipment expenditures, expenditures for upgrades of existing equipment will be necessary. The Joint Committee on Taxation devotes significant resources to the preparation of revenue estimates, distribution analyses, and other economic analyses of proposed revenue legislation. The nature of this work and the speed with which the staff is normally asked to complete its analyses requires that the Joint Committee on Taxation staff utilize the most sophisticated and technologically advanced equipment.

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Thus, the staff finds it necessary to upgrade computer software and hardware constantly to enable the staff to provide the service required and expected by the Members of Congress.

In that regard, I anticipate that a few Joint Committee staff members will be replacing their existing PC's with desktop work stations during fiscal year 1995. The technology of the desktop work station is already 5-10 times faster than the Joint Committee staff's current PC's. The work station will substantially improve the efficiency of the analysts working on computationally intensive projects. The cost of this computer power will continue to decrease, but each desktop work station will cost from \$20,000 to \$40,000.

2. Personnel Expenses

I have requested a total increase in the appropriation attributable to personnel expenses of \$370,000 (6.9%). Please note that this amount represents an increase of 6.9% for 3 fiscal years because of the funding freeze and reduction for fiscal years 1993 and 1994. I believe this modest increase in the appropriation for personnel expenses is the minimum amount that will enable the Joint Committee staff to continue to hold qualified professional staff members.

a. Number of authorized positions.--The Joint Committee on Taxation has 77 authorized staff positions for fiscal year 1994. As of December 1, 1993, 72 staff positions are filled. Although, the total number of staff positions is below the authorized level, this situation will only be temporary. Three staff economists left the staff at the end of the summer. Because economists are typically available on an academic year basis, we expect to interview prospective job applicants in January 1994 for summer 1995 starting dates.

b. Calculation of payroll base.--The \$370,000 requested increase in the appropriation for personnel expenses was calculated based on the Joint Committee on Taxation's actual payroll for December 1993 with certain adjustments. A detailed description of these calculations is provided in Attachment E.

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The Joint Committee staff's December 1993 payroll is \$430,500. This payroll is adjusted to reflect the filling of all vacant positions at an estimated monthly expense of approximately \$27,400. The assumed monthly payroll with these adjustments will be \$457,900; this reflects an anticipated, annualized payroll expense of \$5,495,000.

c. Meritorious/longevity increases.--An additional \$270,000 is requested to provide average merit increases of 4.9% effective for fiscal year 1995. This modest amount reflects an amount that will effectively cover merit increases for 3 fiscal years (1993, 1994, and 1995).

As you know, the Joint Committee on Taxation professional staff, comprised of certified public accountants, Ph.D. economists, and lawyers with private law practice or significant government experience, agree to work for the Joint Committee on Taxation at salaries substantially below those available in the private sector. During 1992 and 1993, a number of economists and lawyers (with significant experience), including the Chief of Staff, left the Joint Committee staff to pursue other career options. Unless an adequate increase in the Joint Committee's appropriation is approved, it is likely that there will be further departures. Ultimately, this turnover of highly qualified, experienced staff who are replaced with less experienced staff members will undermine the ability of the Joint Committee staff to respond to Members of Congress.

The Joint Committee staff performs a unique and valuable function in providing the Congress with independent, expert technical assistance in all aspects of the tax legislative process. The Appropriations Committee has recognized in the past that the Joint Committee on Taxation must be able to attract and retain an adequate number of highly qualified professionals. I appreciate this recognition. However, if the Joint Committee is to meet its staffing needs over time, it is essential that the requisite level of funding be maintained on a consistent basis.

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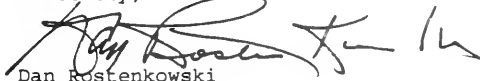
It is unlikely that the Joint Committee on Taxation will be able to pay competitive salaries in the short term. However, if the staff is going to be able to retain qualified employees for at least reasonable periods of time, the staff must have the resources to provide modest merit increases.

C. Conclusion.

Mr. Chairman, as the Congress continues to search for ways to balance the budget and reduce the deficit, we will continue to rely on the staff of the Joint Committee on Taxation to provide us with their technical support. The appropriation request for fiscal year 1995 is intended merely to provide the necessary resources for the Joint Committee staff to respond promptly and adequately to the requests for assistance that it receives from the Members of Congress.

I recognize fully the budgetary constraints that make your work so difficult. At the same time, I know you appreciate the current role that the Joint Committee staff plays in the analysis and development of tax legislation. I am deeply concerned that a failure to provide the Joint Committee on Taxation with its requested appropriation will hinder seriously the ability of the Joint Committee staff to respond to the needs of the Members of Congress. Consequently, I respectfully urge the Members of your Subcommittee to respond favorably to the Joint Committee's request for funding for fiscal year 1995.

Sincerely,



Dan Rostenkowski

Chairman

Joint Committee on Taxation

Attachments

Congress of the United States
JOINT COMMITTEE ON TAXATION
Washington, DC 20515-6453

Honorable Vic Fazio
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December 15, 1993

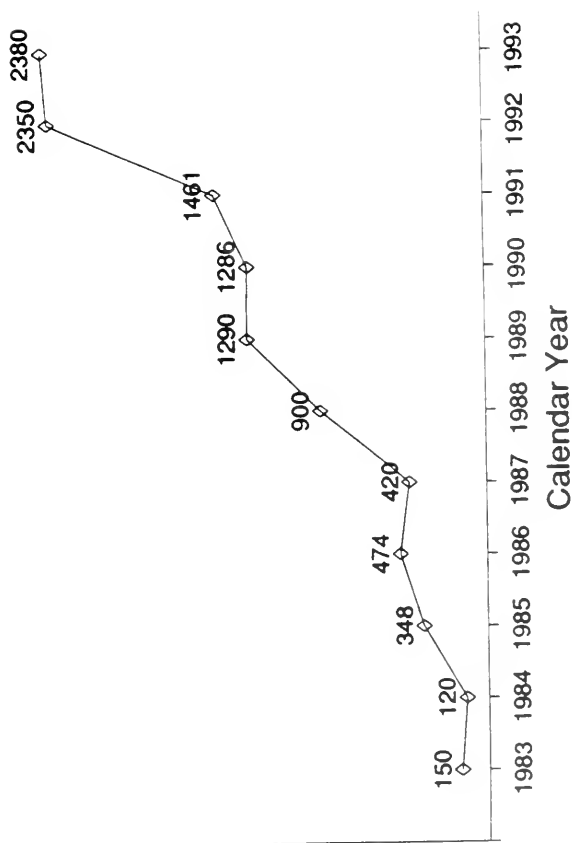
ATTACHMENT E

[ESTIMATE OF REQUIRED PAYROLL]

Item	Monthly	Annualized
Payroll (December, 1993).....	\$430,500	\$5,166,000
Adjustment for hires during FY 1994.....	27,415	329,000
Anticipated payroll (October, 1994)...	-457,915	5,495,000
Meritorious/longevity increases.....	-22,500	270,000
Appropriation request for FY 1995 (Personnel).....	\$480,415	\$5,765,000

Attachment A

Joint Committee on Taxation Revenue Estimate Requests



**Attachment B:
1993 Legislative Reports Worked on
by the Staff of the Joint Committee on Taxation**

A. Tax Committee Reports

1. H.R. 2264 (Revenue Reconciliation Act of 1993):
H. Rept. 103-111 (Title XIV of the House Budget
Committee Report)
2. H.R. 2264 (Revenue Reconciliation Act of 1993):
H. Rept. 103-213 (Conference Report--Revenue Subtitle
of Title XIII)
3. H.R. 3419 (Tax Simplification and Technical Corrections
Act of 1993): H. Rept. 103-353 (House Ways and Means
Committee Report)
4. H.R. 3450 (North American Free Trade Agreement
Implementing Legislation): H. Rept. 103-361, Part 1
(Revenue provisions of House Ways and Means Committee
Report)
5. S. 1627 (North American Free Trade Agreement
Implementing Legislation): S. Rept. 103-189 (Revenue
provisions of Senate Finance Committee Report)

B. Tax Treaty Executive Reports

1. Income Tax Convention with the Russian Federation:
S. Exec. Rept. 103-17 (Senate Foreign Relations
Committee Report)
2. Protocol Amending the 1984 Income Tax Convention with
Barbados: S. Exec. Rept. 103-18 (Senate Foreign
Relations Committee Report)
3. Tax Convention (and Protocol) with the Kingdom of the
Netherlands: Exec. Rept. 103-19 (Senate Foreign
Relations Committee Report)
4. Income Tax Convention With Mexico, with Protocol:
S. Exec. Rept. 103-20 (Senate Foreign Relations
Committee Report)
5. Protocol to the Tax Convention with the State of
Israel: S. Exec. Rept. 103-21 (Senate Foreign
Relations Committee Report)
6. Income Tax Convention With the Czech Republic:
S. Exec. Rept. 103-22 (Senate Foreign Relations
Committee Report)

7. Income Tax Convention with the Slovak Republic:
S. Exec. Rept. 103-23 (Senate Foreign Relations
Committee Report)

C. Other Legislative Reports/Explanations

1. Explanation of Ways and Means Committee Trust Fund
Amendment to H.R. 2739 (Aviation Infrastructure
Investment Act of 1993): Cong. Record, October 13,
1993
2. Explanation of Ways and Means Committee Revenue
Reconciliation Provisions (H.R. 2141): WMCP:103-11
(incorporated in H.R. 2264, the Omnibus Budget
Reconciliation Act of 1993--see A.1, above)
3. Explanation of the Fiscal Year 1994 Budget
Reconciliation Recommendations of the Committee on
Finance--Revenue Reconciliation Provisions in Titles
VII and VIII: S. Prt. 103-37

ATTACHMENT C
JOINT COMMITTEE ON TAXATION

JCS-93 DOCUMENTS

- JCS-1-93 Technical Explanation Of The Tax Simplification Act Of 1993 (H.R.13)
January 8, 1993
- JCS-2-93 Explanation Of The Technical Corrections Act Of 1993 (H.R.17)
January 8, 1993
- JCS-3-93 Issues And Proposals Relating To The Financial Condition Of The Pension Benefit Guaranty Corporation (PBGC) Scheduled for a Hearing Before the Subcommittee on Oversight of the House Committee on Ways and Means on February 4, 1993
February 3, 1993
- JCS-4-93 Summary Of The President's Revenue Proposals
March 8, 1993
- JCS-5-93 Schedule Of Present Federal Excise Taxes (As Of January 1, 1993)
April 15, 1993
- JCS-6-93 Estimates Of Federal Tax Expenditures For Fiscal Years 1994-1998 Prepared for the Committee on Ways and Means and the Committee on Finance
April 22, 1993
- JCS-7-93 Methodology And Issues In Measuring Changes In The Distribution Of Tax Burdens
June 14, 1993
- JCS-8-93 Description Of Miscellaneous Tax Proposals Scheduled for Hearings Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on June 17, 22, and 24, 1993
June 16, 1993
- JCS-9-93 Comparison Of Revenue Provisions Of H.R.2264 (Omnibus Budget Reconciliation Act Of 1993) As Passed By The House And The Senate
July 14, 1993

- JCS-10-93 Overview Of The Conference Agreement On The Revenue Provisions Of The Omnibus Budget Reconciliation Act Of 1993 (H.R.2264)
August 23, 1993
- JCS-11-93 Summary Of The Revenue Provisions Of The Omnibus Budget Reconciliation Act Of 1993 (H.R.2264)
August 23, 1993
- JCS-12-93 Description Of Miscellaneous Revenue Proposals
Scheduled for Hearings Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on September 8, 21, and 23 1993 and the House Committee on Ways and Means on September 9, 1993
September 16, 1993
- JCS-13-93 Explanation Of Proposed Protocol To The Income Tax Treaty Between The United States And Barbados
Scheduled for a Hearing Before the Committee on Foreign Relations United States Senate on October 27, 1993
October 26, 1993
- JCS-14-93 Explanation Of Proposed Protocol To The Income Tax Treaty Between The United States And Israel
Scheduled for a Hearing Before the Committee on Foreign Relations United States Senate on October 27, 1993
October 26, 1993
- JCS-15-93 Explanation Of Proposed Income Tax Treaty And Proposed Protocol Between The United States And The Kingdom Of The Netherlands Scheduled for a Hearing Before the Committee on Foreign Relations United States Senate on October 27, 1993
October 26, 1993
- JCS-16-93 Explanation Of Proposed Income Tax Treaty (And Proposed Protocol) Between The United States And Mexico Scheduled for a Hearing Before the Committee on Foreign Relations United States Senate on October 27, 1993
October 26, 1993
- JCS-17-93 Explanation Of Proposed Income Tax Treaty (And Proposed Protocol) Between The United States And The Russian Federation Scheduled for a Hearing Before the Committee on Foreign Relations United States Senate on October 27, 1993
October 26, 1993

- JCS-18-93 Explanation Of Proposed Income Tax Treaty Between
The United States And The Czech Republic Scheduled
for a Hearing Before the Committee on Foreign
Relations United States Senate on October 27, 1993
October 26, 1993
- JCS-19-93 Explanation Of Proposed Income Tax Treaty Between
The United States And The Slovak Republic Scheduled
for a Hearing Before the Committee on Foreign
Relations United States Senate on October 27, 1993
October 26, 1993

ATTACHMENT D

JCX-93 DOCUMENTS

JCX-1-93	<u>Ways And Means Committee Markup Of Administration's Revenue Proposals</u>	May 4, 1993
JCX-2-93	<u>Estimated Budget Effects Of The Administration's Revenue Proposals Contained In The Fiscal Year 1994 Budget</u>	May 4, 1993
JCX-3-93	<u>Ways And Means Committee Amendment To President's Budget Proposals</u>	May 13, 1993
JCX-4-93	<u>Estimated Budget Effects Of Revenue Reconciliation Provisions As Approved By The Committee On Ways And Means On May 13, 1993</u>	May 17, 1993
JCX-5-93	Never Released	
JCX-6-93	<u>Description Of Chairman's Mark On Revenue Reconciliation Proposals</u> Scheduled for Markup by the Senate Committee on Finance on June 17, 1993	June 17, 1993
JCX-7-93	<u>Estimated Budget Effects Of The Finance Committee Chairman's Proposed Mark Of The Revenue Reconciliation Provisions</u>	June 17, 1993
JCX-8-93	<u>Description Of Tax Proposals Relating To The Health And Safety Of Inner-City Residents And Other Miscellaneous Health-Related Tax Issues</u> Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on June 29, 1993	June 28, 1993
JCX-9-93	<u>Estimated Budget Effects Of The Revenue Reconciliation Provisions Of H.R.2264, As Passed By The Senate On June 25, 1993</u>	July 8, 1993
JCX-10-93	<u>Conference Comparison - Estimated Budget Effects Of The Revenue Reconciliation Provisions Of H.R.2264 As Passed By The House And By The Senate</u>	July 14, 1993

- JCX-11-93 Estimated Budget Effects Of The Revenue Provisions Of H.R.2264 (The Omnibus Budget Reconciliation Act Of 1993) As Agreed To By The Conferees
August 4, 1993
- JCX-12-93 Markup Of Ways And Means Committee Amendment To H.R.2739 (Aviation Infrastructure Investment Act Of 1993) Scheduled for October 6, 1993
October 5, 1993
- JCX-13-93 Description Of Possible Tax Simplification And Technical Corrections Legislation (H.R.13 And H.R.17, As Modified In H.R.3419) Scheduled for Markup by the House Committee on Ways and Means on November 3, 1993
November 2, 1993
- JCX-14-93 Estimated Revenue Effects Of H.R.3419, Tax Simplification And Technical Corrections Act Of 1993 Scheduled for Markup On Wednesday, November 3, 1993
November 3, 1993
- JCX-15-93 Description And Analysis Of Provisions In The Health Security Act (H.R.3600) Relating To The Tax Treatment Of Organizations Providing Health Care Services And Related Organizations Scheduled for a Hearing Before the Subcommittee on Select Revenue Measures of the House Committee on Ways and Means on December 14, 1993
December 13, 1993

ATTACHMENT E

[ESTIMATE OF REQUIRED PAYROLL]

Item	Monthly	Annualized
Payroll (December, 1993).....	\$430,500	\$5,166,000
Adjustment for hires during FY 1994.....	27,415	329,000
Anticipated payroll (October, 1994)...	457,915	5,495,000
Meritorious/longevity increases.....	22,500	270,000
Appropriation request for FY 1995 (Personnel).....	\$480,415	\$5,765,000

Leonard B. Whitworth III
Director

Michael Heny, Chief
Office of Finance

Office of the Director
Non-Legislative and Financial Services
Office of Finance
U.S. House of Representatives
Washington, DC 20515-6601

DEC 22 1993

MEMORANDUM

TO: HONORABLE DAN ROSTENKOWSKI, M.C.
CHAIRMAN, JOINT COMMITTEE ON TAXATION

FROM: MICHAEL HENY
CHIEF, OFFICE OF FINANCE

DATE: DECEMBER 22, 1993

SUBJECT: FY '95 BUDGET

Adjustments have been made to the FY '95 budget estimate for the Joint Committee on Taxation requiring your immediate attention and concurrence. The FY '95 personnel and nonpersonnel budgets have increased. Funding is requested for the annualization of the FY '94 locality pay adjustment (4.23%), and prorated amounts for the FY '95 locality pay adjustment (2.12%) and the cost of living adjustment (2.6%), both budgeted to take effect January 1, 1995.

The nonpersonnel increase over your original request is for your equipment user fees and stationery. These amounts have been paid from administrative funds of the House. Beginning with FY '95, your equipment user fees, along with all new equipment purchases and stationery, will be included in your operating budget. Your current inventory plus estimated new purchases in FY '94 and FY '95 have been included in arriving at your estimated user fees.

Your FY '95 appropriation request, as it will appear in the President's budget is \$6,484,000. Of this amount, \$6,024,000 is for personnel and \$460,000 for nonpersonnel. This is the amount to which you will be testifying.

Enclosed are copies of the revised Schedules A-1 and C-1 pertaining to your office. Please contact Odette Parker of my office at 56514 for your immediate concurrence or changes to any of the numbers making up your FY '95 budget request. Also, please return the enclosed schedules, with your initials or signature.

Thank you.

Schedule A-1

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	77	\$5,224	77	\$5,395	77	\$6,024		\$629
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$4		\$5		\$5		\$1
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....		\$54		\$55		\$56		\$1
24 Printing and Reproduction.....								
25 Other Services.....		\$37		\$41		\$92		\$51
26 Supplies and Materials.....		\$78		\$90		\$127		\$37
31 Equipment.....		\$311		\$115		\$180		\$65
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	77	\$5,708	77	\$5,701	77	\$6,484		\$783

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION JOINT COMMITTEE ON TAXATION		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	77	\$5,701
BUDGET BASE, 1995	77	\$5,701
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$527
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$57
2. BUDGET YEAR PAY ADJUSTMENT		\$113
3. BUDGET YEAR LOCALITY PAY		\$87
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$270
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$8
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$1
5. SUPPLIES		\$3
6. EQUIPMENT		\$3
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$248
1. LEGISLATION		
2. WORKLOAD		\$186
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		\$34
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$50
f. STAFF LEVEL CHANGES		\$102
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$62
a. REPLACEMENT AND UPGRADE		\$62
II. NET INCREASE/DECREASE REQUESTED		\$783
III. TOTAL APPROPRIATION REQUEST, 1995	77	\$6,484

Schedule A-1

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	77	\$5,224	77	\$5,395	77	\$6,024		\$629
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....		\$4		\$5		\$5		\$1
22 Transportation of Things.....		\$54		\$55		\$92		\$51
23 Rent, Communications, Utilities.....		\$37		\$41		\$127		\$37
24 Printing and Reproduction.....		\$78		\$90		\$180		\$65
25 Other Services.....		\$311		\$115				
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	77	\$5,708	77	\$5,701	77	\$6,484		\$783

Schedule B-1

HOUSE OF REPRESENTATIVES
JOINT COMMITTEE ON TAXATION
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation		\$527						\$102		\$629
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										\$1
24 Printing and Reproduction										
25 Other Services								\$50		\$51
26 Supplies and Materials								\$34		\$37
31 Equipment									\$62	\$65
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		\$527		\$8				\$186	\$62	\$783

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION JOINT COMMITTEE ON TAXATION		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	77	\$5,701
BUDGET BASE, 1995	77	\$5,701
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$527
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		\$57
2. BUDGET YEAR PAY ADJUSTMENT		\$113
3. BUDGET YEAR LOCALITY PAY		\$87
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		\$270
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		\$8
1. TRAVEL		
2. RENT, COMMUNICATIONS		\$1
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		\$1
5. SUPPLIES		\$3
6. EQUIPMENT		\$3
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$248
1. LEGISLATION		
2. WORKLOAD		\$186
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		\$34
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$50
f. STAFF LEVEL CHANGES		\$102
3. EQUIPMENT, MAINT, REPAIRS, ETC.		\$62
a. REPLACEMENT AND UPGRADE		\$62
II. NET INCREASE/DECREASE REQUESTED		\$783
III. TOTAL APPROPRIATION REQUEST, 1995	77	\$6,484

Explanation of Changes Shown on Schedule C-1

JOINT COMMITTEE ON TAXATION

Mandatory Pay and Related Changes:

Personnel increase are attributed to the annualization of the FY '94 locality pay adjustment; a prorated FY '95 locality pay adjustment; a prorated FY '95 Cost of Living Adjustment and meritorious increases.

Price Level Changes:

Price level increases are attributed to inflation.

Program Type Changes:

Program increases are attributed to staff level changes, equipment, additional supplies and other services.

OFFICE OF THE ATTENDING PHYSICIAN

Schedule A-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	14	\$972	14	\$1,002	14	\$1,003		\$1
12 Personnel Benefits.....								
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....								
26 Supplies and Materials.....		\$436		\$400		\$282		-\$118
31 Equipment.....		\$100		\$100		\$50		-\$50
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	14	\$1,508	14	\$1,502	14	\$1,335		-\$167

Schedule B-1

HOUSE OF REPRESENTATIVES
OFFICE OF THE ATTENDING PHYSICIAN
ANALYSIS OF CHANGE
BY ORGANIZATION AND OBJECT CLASS

	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, MAINTENANCE, REPAIRS, ETC.,	
	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	DOLLARS "(000)"	STAFF	TOTAL CHANGES DOLLARS "(000)"
Breakdown by Organization										
11 Personnel Compensation										
12 Personnel Benefits										
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials										
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Reimbursements to the Navy										
Total		\$1						-\$118	-\$50	\$1
		\$1						-\$118	-\$50	-\$167

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION OFFICE OF THE ATTENDING PHYSICIAN		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	14	\$1,502
BUDGET BASE, 1995	14	\$1,502
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		\$1
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
REIMBURSEMENTS TO THE NAVY		\$1
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		(\$168)
1. LEGISLATION		
2. WORKLOAD		(\$118)
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		(\$118)
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		(\$50)
a. REPLACEMENT AND UPGRADE		(\$50)
II. NET INCREASE/DECREASE REQUESTED		(\$167)
III. TOTAL APPROPRIATION REQUEST, 1995	14	\$1,335

Explanation of Changes Shown on Schedule C-1

OFFICE OF THE ATTENDING PHYSICIAN

Mandatory Pay and Related Changes:

Increase due to reimbursable costs to the Navy for military personnel assigned to the Attending Physician's Office. Cost are based on current composite Standard Military Rates used for recovering costs from private parties and other governmental agencies.

Program Type Changes:Workload:

The decrease is in medical supplies/materials due to a decline in Pharmacy services.

Equipment, Maint. Repairs, etc.:

The decrease is due to an estimated decrease in equipment costs.

CAPITOL POLICE BOARD



PHONE 224-2341

UNITED STATES CAPITOL POLICE BOARD

S-321 The Capitol

WASHINGTON, DC 20510-7218

MARTHA S. POPE, Chairman
WERNER W. BRANDT, Member
GEORGE M. WHITE, Member

November 8, 1993

The Honorable Leonard P. Wishart, III
Director
Office of Non-Legislative and Financial Services
U.S. House of Representatives
Washington, D.C. 20515

Dear General Wishart:

The Capitol Police budget estimates for fiscal year 1995
with our letter of explanation are enclosed.

Should you have any questions, please do not hesitate to
contact me, Chief Gary Abrecht or his Budget Director, Inspector
Johnnie R. Gross on extension 8-5313.

Sincerely,

A handwritten signature in cursive script, appearing to read "Martha S. Pope".

Martha S. Pope
Chairman
Capitol Police Board

UNITED STATES CAPITOL POLICE FISCAL YEAR 1995 BUDGET REQUEST

COMBINED BUDGET

Fiscal 1994 Appropriated	Fiscal 1995 Appropriation Request	Fiscal 1995 Increase	%
\$64,232,000	\$71,419,000	\$7,187,000	11.2%

The Capitol Police budget request for FY95 is \$71,419,000, an increase of \$7,187,000 (11.2%) over the amount appropriated for FY94. Included in this request is full funding for the current 1,303 full-time equivalent (FTE) positions and an additional five positions for the new Senate Page Residence, for a total of 1,308 FTE positions. This is a reduction of 54 positions from the authorized level as of September 30, 1992, and represents the number of FTE positions that the Department must eliminate by September 30, 1995. In order to absorb the increased costs for benefits and scheduled increases during FY94, an additional twenty-five to thirty (25-30) police positions had to be left vacant. These vacant positions going unfilled coupled with the fifty-four (54) positions that were eliminated have placed a severe strain on the personnel resources of the Department. It is imperative that the Capitol Police receive full funding for the requested 1,308 FTE positions for FY95, if they are to provide the level of security that the Congress and the Congressional Community have come to expect from the Department.

The five new sworn positions that are being requested are to staff the new Senate Page Residence which will be occupied in September 1994. The increase for these positions is \$194,000. Funding for overtime was increased by \$500,000 to cover the increased hourly rate of earning, programmed administrative changes (four-hour rule) in the payment of overtime, and to fully fund the actual cost of overtime expenses. The Capitol Police have been underfunded for overtime cost for the past several years.

The other increased cost for Personnel is due to scheduled increases for longevities, rank adjustments, FY95 COLA, the increased cost for employee benefits, and funding for the 25-30 vacancies that were carried during FY94. The Capitol Police are also requesting funding of \$2,113,000 for Locality Pay. This pay is very similar to the geographic allowance that is given to other federal law enforcement agencies in the Washington metropolitan area.

Item	Increase
1. Scheduled Increases	\$438,000
2. FY95 COLA	\$1,016,000
3. Employee Benefits	\$1,783,000
4. Full Funding (28 vacancies)	\$1,120,000
5. Locality Pay	\$2,113,000
6. 5 New Positions	\$194,000
7. Overtime	\$500,000
8. General Expenses	<u>\$23,000</u>
	\$7,187,000

The following information is an overview of the General Expense Budget by object class. The reason for the increase is explained for each object class.

GENERAL EXPENSE BUDGET

Fiscal 1994	Fiscal 1995	Increase	%
\$1,977,000	\$2,000,000	\$23,000	1.2%

The General Expense Budget Submission for FY95 is \$2,000,000. There is a moderate increase for the General Expense Budget for FY95. Minor adjustments to some of the object classes were also necessary to reflect the changing needs of the Department. The increase is attributed to the rising cost for computer supplies and the inflationary increase for uniform and equipment items.

TRANSPORTATION OF PERSONS

Fiscal 1994	Fiscal 1995	Increase	%
\$148,000	\$192,000	\$44,000	29.7%

This object class includes airfare, car rental, mileage, tolls, per diem, and other expenses incidental to official travel by employees of the Department. These travel expenses are related to protective details, transporting employees to and from the Federal Law Enforcement Training Center (FLETC) for recruit and other specialized training, as well as other developmental training that is not held at FLETC or in the D.C. area. It also includes costs associated with other travel related to official business such as investigations, ceremonial functions, competitions, etc. The increase is to provide sufficient funding for Protective Details. Reprogramming has been necessary for the past two years to provide funding for the increased requirement for Protective Details.

TRANSPORTATION OF THINGS

Fiscal 1994	Fiscal 1995	Increase	%
\$13,000	\$13,000	\$0	0%

This object class includes freight costs incurred when parts, uniforms, or materials must be sent to another location (e.g., our liaison office at FLETC), when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, shipment of household goods for officers assigned to FLETC, etc. Funds contained in this object class cover any transportation costs *except* regular mail services (contained in Rents, Communications, and Utilities) and travel and per diem costs (contained in Transportation of Persons). There is no anticipated increase for this object class.

RENT, COMMUNICATIONS, AND UTILITIES

Fiscal 1994	Fiscal 1995	Increase	%
\$105,000	\$148,000	\$43,000	41.0%

This object class provides funds for the lease and rental of equipment and services such as law enforcement computer files, automated research services, and photocopying machines. It also includes funds for U.S. Postage, and commercial long distance telephone service. The increase for this object class is for the replacement of nine photocopy machines that are in excess of eight years of age and beyond repair according to the service technicians.

OTHER SERVICES

Fiscal 1994	Fiscal 1995	Increase	%
\$336,000	\$336,000	\$0	0%

This object class includes all services not specifically covered by any other object class. It encompasses such things as repairs and alterations to equipment, maintenance contracts, tuition and registration fees for training programs, conferences, seminars, etc., uniform maintenance and alterations (including laundry and dry cleaning), and professional services such as recruit physicals, veterinary care, psychological evaluations, employee assistance program, including but not limited to professional referrals, drug screening, promotional assessment, etc. There is no anticipated increase for this object class.

SUPPLIES AND MATERIALS

Fiscal 1994	Fiscal 1995	Increase	%
\$925,000	\$961,000	\$36,000	3.7%

This object class includes charges for commodities, whether acquired by formal contract or other form of purchase, that are ordinarily consumed or expended within one year after they are put into use. It contains items such as weapon parts and accessories, automotive maintenance supplies, fuel, oil, repair parts, photographic supplies, K-9 supplies, training supplies, electronic supplies, office supplies, publications, uniforms and accessories, ammunition and explosives, and other misc. supplies. The increase for this object class is to fund the rising cost of supplies for the new PC LAN-based computer system that the Capitol Police is using, as well as the inflationary increase in police uniforms and equipment costs.

CAPITAL ASSETS

Fiscal 1994	Fiscal 1995	Decrease	%
\$450,000	\$350,000	\$-100,000	-22.2%

This object class provides for the purchase of equipment that has a normal life expectancy of a year or more after being put into use, without material impairment of its physical condition, and has a unit cost of at least one hundred dollars. Included in this object class are weapons, vehicles, photographic equipment, automotive maintenance equipment, electronic equipment, investigative equipment, etc.

The decrease in this object class funded the increases for Travel, Rent and Communications. This decrease is the result of expected savings due to the reduction in the size of the Police Vehicle Fleet combined with the downsizing of replacement vehicles.

Schedule A -- JOINT

11/01/93

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY93 ACTUAL		FY94 ESTIMATE		FY95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	1352	64,881	1303	64,232	1308	71,419	5	7,187
Salaries:								
House	653	30,000	632	29,453	632	33,386 *		3,933
Senate	699	32,652	671	32,802	676	36,033 **	5	3,231
Subtotal:	1352	62,652	1303	62,255	1308	69,419	5	7,164
General Expenses		2,229		1,977		2,000		23
2. Breakdown by Object Class:								
11 Personnel Compensation		51,052		49,755		55,086		5,331
12 Personnel Benefits		11,600		12,500		14,333		1,833
21 Transportation of Persons		148		148		192		44
22 Transportation of Things		13		13		13		0
23 Rent, Comm., & Utilities		105		105		148		43
25 Other Services		336		336		336		0
26 Supplies & Materials		1125		925		961		36
31 Capital Assets		502		450		350		-100
TOTAL	1352	64,881	1303	64,232	1308	71,419	5	7,187

* Includes overtime currently estimated at approximately \$1,000,000 & benefits of \$6,885,000

** Includes overtime currently estimated at approximately \$1,000,000 & benefits of \$7,448,000

U.S. CAPITOL POLICE DEFINITIONS OF OBJECT CLASSIFICATIONS
FISCAL YEAR 1995
TO ACCOMPANY SCHEDULE A

11 PERSONNEL COMPENSATION:

Funding for estimated personnel costs, which includes costs associated with longevity increases, overtime and other administrative costs.

12 PERSONNEL BENEFITS:

Funding associated with benefit costs for FERS, CSRS, Health & Life Insurance.

21 TRANSPORTATION OF PERSONS:

This object class includes airfare, car rental, mileage, tolls, per diem, and other expenses incidental to official travel by employees of the Department. These travel expenses are related to protective details, transporting employees to and from: the Federal Law Enforcement Training Center (FLETC) for recruit and other specialized training, as well as other developmental training that is not held at FLETC or in the D.C. area. It also includes costs associated with other travel related to official business such as investigations, ceremonial functions, competitions, etc.

22 TRANSPORTATION OF THINGS:

This object class includes freight costs incurred when parts, uniforms, or materials must be sent to another location (e.g., our liaison office at FLETC), when equipment is shipped to a repair facility, when items of evidence must be sent to another site for analysis or investigation, shipment of household goods for officers assigned to FLETC, etc. Funds contained in this object class cover any transportation costs except regular mail services (contained in Rents, Communications, and Utilities) and travel and per diem costs (contained in Transportation of Persons).

23 RENT, COMMUNICATIONS AND UTILITIES:

This object class provides funds for the lease and rental of equipment and services such as law enforcement computer files, automated research services, and photocopying machines. It also includes funds for U.S. Postage, and commercial long distance telephone service.

25 OTHER SERVICES:

This object class includes all services not specifically covered by any of the other object class. It encompasses such things as repairs and alterations to equipment, maintenance contracts, tuition and registration fees for training programs, conferences, seminars, etc., uniform maintenance and alterations (including laundry and dry cleaning), and professional services such as recruit physicals, veterinary care, psychological evaluations, employee assistance program, including but not limited to professional referrals, drug screening, promotional assessment, etc.

26 SUPPLIES AND MATERIALS:

This object class includes charges for commodities, whether acquired by formal contract or other form of purchase, that are ordinarily consumed or expended within one year after they are put into use. It contains items such as weapon parts and accessories, communications supplies, automotive maintenance supplies, fuel, oil, repair parts, photographic supplies, training supplies, electronic supplies, office supplies, K-9 supplies, publications, uniforms and accessories, ammunition and explosives, and other misc. supplies.

31 CAPITAL ASSETS:

This object class provides for the purchase of equipment that has a normal life expectancy of a year or more after being put into use, without material impairment of its physical condition, and has a unit cost of at least one hundred dollars. Included in this object class are weapons, vehicles, photographic equipment, automotive maintenance equipment, electronic equipment, investigative equipment, etc.

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES							
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD	
	STAFF DOLLAR (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)
								EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC
								TOTAL CHANGES
1. Breakdown by Organization:								
U.S. CAPITOL POLICE								
2. Breakdown by Object Class:								
11 Personnel Compensation		4,687	500		5	144	5	5,331
12 Personnel Benefits		1,783				50		1,833
13 Benefits/Former Personnel								
21 Transportation of Persons			0			44	0	44
22 Transportation of Things			0			0	0	0
23 Rent, Comm., & Utilities			43			0	0	43
25 Other Services			0			0	0	0
26 Supplies & Materials			36			0	0	36
31 Capital Assets			0			0	-100	-100
TOTAL		6,470	579		5	238	-100	5 7,187

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
Appropriation, 1994	1,352	64,232
FY94 FTE Staff Reduction	-49*	
Budget Base, 1994	<u>1,303</u>	<u>64,232</u>
I. Adjustments to Base	<u>1995 Request</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
A. Mandatory Pay and Related Costs		<u>6,470</u>
1. Federal Employees Retirement System (FERS), CSRS & Health Benefits		1,783
2. Projected FY95 COLA		1,016
3. Administrative Increases		438
4. Full Funding		1,120
5. Locality Increase		2,113
B. Price Level Changes		<u>579</u>
1. Supplies & Materials		36
2. Rents, Communications, & Utilities		43
3. Overtime		500

*Personnel Reductions mandated by PL 103-69.

Schedule CJ (continued)

-2-

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	1995 Request	
	Staff	Amount \$000
I. Adjustments to Base (continued)		
C. Program Type Changes		138
1. Legislation		0
2. Workload	5	238
a. Increase in Travel		44
b. New Police Positions (5)	5	194
3. Equipment		-100
II. Net Increase/Decrease Requested	5	7,187
III. Total Appropriation Request, 1995	1,308	71,419

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1995
TO ACCOMPANY SCHEDULE C - JOINT

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- \$6,470,000

1. Retirement System & Health Benefits -- \$1,783,000
This represents agency contributions, estimated at approximately 27%. This is an increase of 1% over FY 94, and is due to the increased number of personnel covered under FERS and the increase in cost for health benefits.
2. Projected FY 95 COLA -- \$1,016,000
Projected COLA is 2.6% or 1.95% for 9 month (Jan 95 - Sept 95)
3. Administrative Increases -- \$438,000
Increase represents scheduled longevity pay increases as well as rank adjustments. The Capitol Police salary schedule includes longevity step increases of approximately \$800 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 17 years of service. Civilian employees receive longevity increases according to the House Employee Pay Schedule. The cost associated with rank adjustments are for salary increases given for PFC (30 months satisfactory service) and the salary increase given for Private with Training (successful completion of recruit training).
4. Full Funding -- \$1,120,000
Funds necessary to fill the 28 vacancies carried during FY 94 due to insufficient funding. These vacancies were in addition to the 54 positions eliminated by PL 103-69.
5. Locality Increase -- \$2,113,000
Increase requested to provide USCP personnel with a geographical increase comparable to what other area federal law enforcement officers are now receiving.

B. Price Level Changes -- \$579,000**1. Supplies and Materials -- \$36,000**

Increase due to absorbing costs previously incurred by House contingent fund. These costs are for office supplies procured through House stationery.

2. Rents, Communications, and Utilities -- \$43,000

Increase due to the cost of replacing 9 photocopy machines that are in excess of 8 years old. Technicians advise that the machines are worn out and beyond repair. Also covers the cost for House office equipment utilized by the Department. This cost was previously paid through the House contingent fund.

3. Overtime -- \$500,000

This increase is requested to cover the increased hourly rate of earning, programmed administrative changes (four-hour rule) in the payment of overtime, and to fully fund the actual cost of overtime expenses. The Capitol Police have been underfunded for overtime cost for the past several years.

C. Program Type Changes -- \$138,000**1. Legislation --\$0****2. Workload -- \$238,000****a. Transportation of Persons -- \$44,000**

Increase is due to the cost associated with protective details. This item has been underfunded for the past several years and has required reprogramming of funds in order to cover the cost of providing this service to members of Congress.

b. New Positions (5) -- \$194,000

Increase is due to new post requirement for Congressional Page Resident Center located at 4th and Massachusetts Avenue which is scheduled to open in 1994.

3. Equipment -- \$-100,000

This object class was reduced by \$100,000 due to the reduction in size and number of vehicles in the fleet. There was an overall reduction of five vehicles.

Schedule D - JOINT SALARIES & GENERAL EXPENSE

11/01/93

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1995 Budget Request

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
Appropriation, 1994	1,352	64,232
FY94 FTE Staff Reduction	-49*	
Budget Base, 1994	1,303	64,232
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		6,470
Price Level Changes		579
Program Type Changes		
Legislation		0
Workload	5	238
Equipment		-100
<u>Total Proposed Changes</u>		<u>7,187</u>
FY 1995 Budget Request	1,308	71,419

*Personnel Reductions mandated by PL 103-69.

Schedule D (Salaries) - JOINT

11/01/93

U.S. CAPITOL POLICE
Summary of Agency Request
FY 1995 Budget Request

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
Appropriation, 1994	1,352	62,255
FY94 FTE Staff Reduction	-49*	
Budget Base, 1994	<u>1,303</u>	<u>62,255</u>
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		6,470
Price Level Changes		500
Program Type Changes		0
Legislation		
Workload	5	194
<u>Total Proposed Changes</u>	<u>5</u>	<u>7,164</u>
FY 1995 Budget Request	1,308	69,419**

* Personnel Reductions mandated by PL 103-69.

** Includes overtime currently estimated at approximately \$2,000,000 and employee benefits at approximately \$14,333,000.

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1995 Budget Request

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
Appropriation, 1994	653	29,453
FY94 FTE Staff Reduction	-21*	
Budget Base, 1994	632	29,453
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		3,683
Price Level Changes		250
Program Type Changes		0
Legislation		0
Workload		0
<u>Total Proposed Changes</u>		<u>3,933</u>
FY 1995 Budget Request	632	33,386**

* Personnel Reductions mandated by PL 103-69.

**Includes overtime currently estimated at approximately \$1,000,000 and employee benefits at approximately \$6,885,000.

Schedule D2 (Salaries) - SENATE

11/01/93

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1995 Budget Request

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount (\$000)</u>
Appropriation, 1994	699	32,802
FY94 FTE Staff Reduction	-28*	
Budget Base, 1994	671	32,802
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		2,787
Price Level Changes		250
Program Type Changes		0
Legislation		0
Workload	5	194
Total Proposed Changes	5	3,231
FY 1995 Budget Request	676	36,033**

* Personnel Reduction mandated by PL 103-69

** Includes overtime currently estimated at approximately \$1,000,000 and employee benefits at approximately \$7,448,000

U.S. CAPITOL POLICE
ADMINISTRATIVE EXPENSES

CATEGORY	FY 93 BA	FY 94 ESTIMATE	FY 95 ESTIMATE
Calculation of Administrative Expenses:			
Total Budget Object Class 20 Series.....	\$2,229,000	\$1,977,000	\$2,000,000
Less:		\$105,000	\$148,000
Rental Expenses.....			
Programmatic, Mission-Essential Expenses.....			
Reimbursable Expenses.....			
Legally Mandated Expenses.....			
Administrative Expenses.....	\$2,229,000	\$1,872,000	\$1,852,000
Calculation of Maximum Administrative Expenses:			
Base Year (FY93) BA.....		\$2,229,000	\$2,229,000
Adjustment for Inflation.....		\$60,183	\$119,702
Adjusted Base Year Expenses.....		\$2,289,183	\$2,348,702
Required Reduction.....		\$68,675	\$140,922
Maximum Administrative Expenses.....		\$2,220,508	\$2,207,780

Schedule D -(GENERAL EXPENSE) JOINT

11/01/93

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1995 Budget Request

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
Appropriation, 1994		1,977
Budget Base, 1994		<u>1,977</u>
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		0
Price Level Changes		79
Program Type Changes		
Legislation		0
Workload		44
Equipment		-100
Total Proposed Changes		<u>23</u>
FY 1995 Budget Request		2,000

11/01/93

U.S. CAPITOL POLICE - JOINT PERSONNEL SUMMARY

	<u>1993 Actual</u>	<u>1994 Estimate</u>	<u>1995 Estimate</u>
	\$62,652,000	\$62,255,000	\$69,419,000*
Chief.....	1	1	1
Assistant Chief.....	1	1	1
Deputy Chief.....	3	3	3
Inspector.....	9	9	9
Captain.....	15	15	15
Lieutenant.....	37	37	37
Sergeant/Special Tech	139	137	137
Detective.....	62	61	56
Technician/K-9.....	69	62	60
Officer.....	776	770	783
Non-Sworn Personnel.	178	178	205
Dir. Of Employ. Prac	1	1	1
Average Position Cost	48,530	48,827	53,073
Positions Funded	1,291	1,275	1,308
Positions Authorized	1,352	1,303	1,308

* Includes overtime currently estimated at \$2,000,000 and employee benefits at \$14,333,000.

Schedule A -- HOUSE

11/01/93

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 93 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Appropriation:								
U.S. CAPITOL POLICE	653	30,000	632	29,453	632	33,386		3,933
Salaries:								
House	653	30,000	632	29,453	632	33,386		3,933
2. Breakdown by Object Class:								
11 Personnel Compensation		24,500		23,550		26,501		2,951
12 Personnel Benefits		5,500		5,903		6,885		982
TOTAL	653	30,000	632	29,453	632	33,386		3,933

* Includes overtime currently estimated at approximately \$1,000,000

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES						
	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC		
					STAFF	TOTAL	CHANGES
	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR (\$000)
1. Breakdown by Organization:							
U.S. CAPITOL POLICE							
2. Breakdown by Object Class:							
11 Personnel Compensation	2,701	250					2,951
12 Personnel Benefits	982						982
13 Benefits/Former Personnel							
21 Transportation of Persons							
22 Transportation of Things							
23 Rent, Comm., & Utilities							
25 Other Services							
26 Supplies & Materials							
31 Capital Assets							
TOTAL	3,683	250					3,933

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount (\$000)</u>
Appropriation, 1994	653	29,453
FY94 FTE Staff Reduction	-21*	
Budget Base, 1994	<u>632</u>	<u>29,453</u>
I. Adjustments to Base	<u>1995 Request</u>	
	<u>Staff</u>	<u>Amount (\$000)</u>
A. Mandatory Pay and Related Costs		<u>3,683</u>
1. Federal Employees Retirement System (FERS), CSRS & Health Benefits		982
2. Projected FY95 COLA		488
3. Administrative FY95 Increases		184
4. Full Funding		1,014
5. Locality Pay		1,015
B. Price Level Changes		<u>250</u>
1. Overtime		250

Schedule C House (continued) - 2

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	<u>1995 Request</u>	
	<u>Staff</u>	<u>Amount</u>
		<u>(\$000)</u>
I. Adjustments to Base (continued)		
C. Program Type Changes		
1. Legislation		
2. Workload		
3. Equipment		
II. Net Increase/Decrease Requested	0	3,933
III. Total Appropriation Request, 1995	632	33,386

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1995
TO ACCOMPANY SCHEDULE C - HOUSE

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- \$3,683,000

1. Retirement System & Health Benefits -- \$982,000

This represents agency contributions, estimated at approximately 27%. This is an increase of 1% over FY 94, and is due to the increased number of personnel covered under FERS and the increase in cost for health benefits.

2. Projected FY95 COLA -- \$488,000

Projected COLA is 2.6% of 1.95% for 9 months (Jan 95 - Sept 95)

3. Administrative Increases -- \$184,000

The Capitol Police salary schedule includes longevity step increases of approximately \$800 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 17 years of service. Civilian employees receive longevity increases according to the House employee pay schedule. The cost associated with rank adjustments are for the salary increases given for PFC (30 months satisfactory service) and the salary increases given for Private with Training (successful completion of recruit training).

4. Full Funding -- \$1,014,000

Funds necessary to fill the 25 vacancies carried during FY 94 due to insufficient funding. These vacancies were in addition to the positions eliminated by PL 103-69.

5. Locality Pay -- \$1,015,000

Increase requested to provide USCP personnel with a geographical increase comparable to what other area federal law enforcement officers are now receiving.

Explanation of Change

-2-

B. Price Level Changes -- \$250,000

1. Overtime -- \$250,000

This increase is requested to cover the increased hourly rate of earning, programmed administrative changes (four-hour rule) in the payment of overtime, and to fully fund the actual cost of overtime expenses. The Capitol Police have been underfunded for overtime cost for the past several years.

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1995 Budget Request

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
Appropriation, 1994	653	29,453
FY94 FTE Staff Reduction	-21*	
Budget Base, 1994	632	29,453
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		3,683
Price Level Changes		250
Program Type Changes		0
Legislation		0
Workload		0
<u>Total Proposed Changes</u>		<u>3,933</u>
FY 1995 Budget Request	632	33,386**

* Personnel Reductions mandated by PL 103-69.

**Includes overtime currently estimated at approximately \$1,000,000 and employee benefits at approximately \$6,885,000.

11/01/93

U.S. CAPITOL POLICE - HOUSE PERSONNEL SUMMARY

	<u>1993 Actual</u>	<u>1994 Estimate</u>	<u>1995 Estimate</u>
	\$30,000,000	\$29,453,000	\$33,386,000*
Chief.....	1	1	1
Deputy Chief.....	2	2	2
Inspector.....	4	4	4
Captain.....	8	8	8
Lieutenant.....	20	20	20
Sergeant/Special Tech	70	69	69
Detective.....	27	27	22
Technician/K-9.....	34	34	32
Officer.....	355	358	359
Non-Sworn Personnel.	87	87	114
Dir. Of Employ. Prac	1	1	1
Average Position Cost	49,261	48,204	52,826
Positions Funded	609	611	632
Positions Authorized	653	632	632

* Includes overtime currently estimated at \$1,000,000 and employee benefits at \$6,885,000.

Schedule A -- SENATE

11/01/93

U.S. CAPITOL POLICE
BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 93 ACTUAL	FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
		DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF
1. Breakdown by Appropriation:							
U.S. CAPITOL POLICE	699	32,652	671	32,802	676	36,033	5
Salaries:							
Senate	699	32,652	671	32,802	676	36,033 *	5
Estimated Reimbursements							
2. Breakdown by Object Class:							
11 Personnel Compensation		26,577		26,205		28,585	2,380
12 Personnel Benefits		6,075		6,597		7,448	851
TOTAL	699	32,652	671	32,802	676	36,033	5

* Includes overtime currently estimated at approximately \$1,000,000

11/01/93

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES						
	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC	TOTAL CHANGES	
	STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR (\$000)
1. Breakdown by Organization:							
U.S. CAPITOL POLICE							
2. Breakdown by Object Class:							
11 Personnel Compensation	1,986	250		5	144	5	2,380
12 Personnel Benefits	801				50		851
13 Benefits/Former Personnel							
21 Transportation of Persons							
22 Transportation of Things							
23 Rent, Comm., & Utilities							
23 Other Services							
26 Supplies & Materials							
31 Capital Assets							
TOTAL	2,787	250		5	194	5	3,231

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount (\$000)</u>
Appropriation, 1994	699	32,802
FY94 FTE Staff Reduction	-28*	
Budget Base, 1994	671	32,802
	<u>1995 Request</u>	
	<u>Staff</u>	<u>Amount (\$000)</u>
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		2,787
1. Federal Employees Retirement System (FERS), CSRS & Health Benefits		801
2. Projected FY 95 COLA		528
3. Administrative Increases		254
4. Full Funding		106
5. Locality Pay		1,098
B. Price Level Changes		250
1. Overtime		250
* Personnel Reduction mandated by PL 103-69		

Schedule C (continued)

-2-

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	<u>1995 Request</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
I. Adjustments to Base (continued)		
C. Program Type Changes	<u>5</u>	<u>194</u>
1. Legislation		
2. Workload	<u>5</u>	<u>194</u>
3. Equipment		
II. Net Increase/Decrease Requested	5	3,231
III. Total Appropriation Request, 1995	676	36,033

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1995
TO ACCOMPANY SCHEDULE C - SENATE

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- \$2,787,000

1. Retirement System & Health Benefits -- \$801,000
This represents agency contributions, estimated at approximately 27%. This is an increase of 1% over FY 94, and is due to the increased number of personnel covered under FERS and the increase in cost for health benefits.
2. Projected FY 95 COLA -- \$528,000
Projected COLA is 2.6% or 1.95% for 9 month (Jan 95 - Sept 95).
3. Administrative Increases -- \$254,000
The Capitol Police salary schedule includes longevity step increases of approximately \$800 for each step. Longevity increases are awarded to employees each year for the first ten years, and every other year thereafter, until they reach 17 years of service. Civilian employees receive longevity increases according to the House Employee Pay Schedule. The cost associated with rank adjustments are for salary increases given for PFC (30 months satisfactory service) and the salary increases given for Private with Training (successful completion of recruit training). Also, longevities associated with the Civilian Pay Schedule.
4. Full Funding -- \$106,000
Funds necessary to fill the vacancies carried during FY 94 due to insufficient funding. These vacancies are in addition to the positions eliminated by PL 103-69.
5. Locality Increase -- \$1,098,000
Increase requested to provide USCP personnel with a geographical increase comparable to what other area federal law enforcement officers are now receiving.

Explanation of Change

-2-

B. Price Level Changes -- \$250,000

1. Overtime -- \$250,000

This increase is requested to cover the increased hourly rate of earning, programmed administrative changes (four-hour rule) in the payment of overtime, and to fully fund the actual cost of overtime expenses. The Capitol Police have been underfunded for overtime cost for the past several years.

C. Program Type Changes -- \$194,000

1. Legislation -- \$02. Workload -- \$194,000

a. New Positions (5) -- \$194,000

Increase is due to new post requirements for Congressional Page Resident Center located at 4th and Massachusetts Avenue which is scheduled to open in 1994.

Schedule D2 (Salaries) - SENATE

11/01/93

U.S. CAPITOL POLICE

Summary of Agency Request
FY 1995 Budget Request

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount (\$000)</u>
Appropriation, 1994	699	32,802
FY94 FTE Staff Reduction	-28*	
Budget Base, 1994	671	32,802
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		2,787
Price Level Changes		250
Program Type Changes		0
Legislation		0
Workload	5	194
<u>Total Proposed Changes</u>	<u>5</u>	<u>3,231</u>
FY 1995 Budget Request	676	36,033**

* Personnel Reduction mandated by PL 103-69

** Includes overtime currently estimated at approximately \$1,000,000 and employee benefits at approximately \$7,448,000

11/01/93

U.S. CAPITOL POLICE - SENATE PERSONNEL SUMMARY

	<u>1993 Actual</u>	<u>1994 Estimate</u>	<u>1995 Estimate</u>
	\$32,652,000	\$32,802,000	\$36,033,000*
Assistant Chief.....	1	1	1
Deputy Chief.....	1	1	1
Inspector.....	5	5	5
Captain.....	7	7	7
Lieutenant.....	17	17	17
Sergeant/Special Tech	69	68	68
Detective.....	35	34	34
Technician/K-9.....	35	28	28
Officer.....	421	412	424
Non-Sworn Personnel.	91	91	91
Average Position Cost	47,877	49,400	53,303
Positions Funded	682	664	676
Positions Authorized	699	671	676

* Includes overtime currently estimated at \$1,00,000 and employee benefits at \$7,448,000

Capitol Police General Expenses

11/01/93

Schedule A - HOUSE - GENERAL EXPENSE

U.S. CAPITOL POLICE BY APPROPRIATION AND OBJECT CLASS

CATEGORIES	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	NET CHANGE 94/95	
	STAFF DOLLARS (\$000)	STAFF DOLLARS (\$000)	STAFF DOLLARS (\$000)	DOLLARS (\$000)	STAFF DOLLARS (\$000)
1. Breakdown by Appropriation:					
2. Breakdown by Object Class:					
11 Personnel Comp/Benefits			148	192	44
21 Transportation of Persons	148		13	13	0
22 Transportation of Things	13		105	148	43
23 Rent, Comm., & Utilities	105		336	336	0
25 Other Services	336		925	961	36
26 Supplies & Materials	1125		450	350	-100
31 Capital Assets	502				
TOTAL	2,229	1,977	2,000		23

Schedule B - HOUSE - GENERAL EXPENSE

11/01/93

U.S. CAPITOL POLICE
ANALYSIS OF CHANGE TO BUDGET BASE
BY ORGANIZATION AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES						
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		TOTAL CHANGES
	STAFF (\$000)	DOLLAR STAFF (\$000)	DOLLAR STAFF (\$000)	CHANGES	DOLLAR STAFF (\$000)	WORKLOAD DOLLAR STAFF (\$000)	
							EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC
1. Breakdown by Organization:							
U.S. CAPITOL POLICE							
2. Breakdown by Object Class:							
11 Personnel Comp. & Benefits							
Estimated Reimbursements						44	44
13 Benefits/Former Personnel				0		0	0
21 Transportation of Persons				0		0	0
22 Transportation of Things				43		0	43
23 Rent, Comm., & Utilities				0		0	0
25 Other Services				36		0	36
26 Supplies & Materials				0		0	-100
31 Capital Assets							
TOTAL		79				44	-100
							23

Schedule C - HOUSE - GENERAL EXPENSE
11/01/93

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	<u>Calculation of Base</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
Appropriation, 1994		1,977
Budget Base, 1994		<u>1,977</u>
I. Adjustments to Base	<u>1995 Request</u>	
	<u>Staff</u>	<u>Amount</u> <u>(\$000)</u>
A. Mandatory Pay and Related Costs		<u>0</u>
1. Administrative Increases		
2. Federal Employees Retirement System (FERS), CSRS & Health Benefits		
3. Administrative Increases		
B. Price Level Changes		<u>79</u>
1. Rents, Communications, & Utilities		43
2. Supplies & Materials		36

Schedule C House Gen Exp (continued) -2-

U.S. CAPITOL POLICE

Detailed Analysis of Change by Organization

	1995 Request	
	Staff	Amount (\$000)
I. Adjustments to Base (continued)		
C. Program Type Changes		-56
1. Legislation		0
2. Workload		44
a. Increase in Travel		44
b. Increase in Other Services		0
c. Increase in Supplies		0
3. Equipment		-100
II. Net Increase/Decrease Requested		23
III. Total Appropriation Request, 1995		2,000

U.S. CAPITOL POLICE EXPLANATION OF CHANGE
FISCAL YEAR 1995
TO ACCOMPANY SCHEDULE C - GENERAL EXPENSES

I. ADJUSTMENTS TO BASE

A. Mandatory Pay and Related Costs -- \$0

B. Price Level Changes -- \$79,000

1. Rents, Communications, and Utilities -- \$43,000

Increase due to the cost of replacing 9 photocopy machines that are in excess of 8 years old. Technicians advise that the machines are worn out and beyond repair. Also covers the cost for House office equipment utilized by the Department. This cost was previously paid through the House contingent fund.

2. Supplies and Materials -- \$36,000

Increase due to absorbing costs previously incurred by House contingent fund. These costs are for office supplies procured through House stationery.

C. Program Type Changes -- \$-56,000

1. Legislation -- \$0

2. Workload -- \$44,000

a. Transportation of Persons -- \$44,000

Increase is due to the cost associated with protective details. This item has been underfunded for the past several years and has required reprogramming of funds in order to provide this service to members of Congress.

3. Equipment -- \$-100,000

This object class was reduced by \$100,000 as a result of expected savings due to the reduction in size and number of vehicles in the fleet. There was an overall reduction of five vehicles.

CAPITOL GUIDE SERVICE

HOUSE OF REPRESENTATIVES
CAPITOL GUIDE SERVICE
BY OBJECT CLASS

Schedule A-1

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	45	\$1,315	45	\$1,303	45	\$1,303		
12 Personnel Benefits.....		\$319		\$315		\$315		
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$10		\$10		\$10		
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	45	\$1,644	45	\$1,628	45	\$1,628		

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION CAPITOL GUIDE SERVICE		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	45	\$1,628
BUDGET BASE, 1995	45	\$1,628
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
I. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATION REQUEST, 1995	45	\$1,628

Explanation of Changes Shown on Schedule C-1

CAPITOL GUIDE SERVICE

FY '95 request is same as FY '94 Appropriation.

SPECIAL SERVICES OFFICE

Schedule A-1

HOUSE OF REPRESENTATIVES
SPECIAL SERVICES OFFICE
BY OBJECT CLASS

	FY 1993		FY 1994		FY 1995		Net Change	
	Actual		Estimate		Estimate		FY 95 vs. FY 94	
	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"	Staff	Dollars "(000)"
11 Personnel Compensation.....	7	\$261	7	\$259	7	\$259		
12 Personnel Benefits.....		\$72		\$71		\$71		
13 Benefits to Former Personnel.....								
21 Travel.....								
22 Transportation of Things.....								
23 Rent, Communications, Utilities.....								
24 Printing and Reproduction.....								
25 Other Services.....		\$33		\$33		\$33		
26 Supplies and Materials.....								
31 Equipment.....								
32 Land and Structures.....								
42 Insurance Claims/ Indemnities.....								
Total.....	7	\$366	7	\$363	7	\$363		

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION SPECIAL SERVICES OFFICE		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994	7	\$363
BUDGET BASE, 1995	7	\$363
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		
1. LEGISLATION		
2. WORKLOAD		
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		
III. TOTAL APPROPRIATION REQUEST, 1995	7	\$363

Explanation of Changes Shown on Schedule C-1

SPECIAL SERVICES OFFICE

FY '95 request is same as FY '94 Appropriation.

SCHEDULE C-1

U.S. HOUSE OF REPRESENTATIVES DETAILED ANALYSIS OF CHANGE BY ORGANIZATION STATEMENTS OF APPROPRIATIONS		
	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
APPROPRIATION, 1994		
BUDGET BASE, 1995		
I. ADJUSTMENTS TO BASE		
A. MANDATORY CHANGES		
1. ANNUALIZE CURRENT YEAR LOCALITY PAY		
2. BUDGET YEAR PAY ADJUSTMENT		
3. BUDGET YEAR LOCALITY PAY		
4. FULL FUNDING OF AUTHORIZATION		
5. MERITORIOUS/LONGEVITY INCREASE		
6. TEMPORARY POSITIONS		
7. OVERTIME PAY		
8. RECLASSIFICATIONS		
9. PERSONNEL BENEFITS		
B. PRICE LEVEL CHANGES		
1. TRAVEL		
2. RENT, COMMUNICATIONS		
3. PRINTING AND REPRODUCTION		
4. OTHER SERVICES		
5. SUPPLIES		
6. EQUIPMENT		
7. CONSULTANT CONTRACTS		
8. MISCELLANEOUS		
C. PROGRAM TYPE CHANGES		\$20
1. LEGISLATION		
2. WORKLOAD		\$20
a. TRAVEL		
b. RENT, COMMUNICATIONS		
c. SUPPLIES		
d. INVESTIGATIVE WORKLOAD		
e. OTHER SERVICES		\$20
f. STAFF LEVEL CHANGES		
3. EQUIPMENT, MAINT, REPAIRS, ETC.		
a. REPLACEMENT AND UPGRADE		
II. NET INCREASE/DECREASE REQUESTED		\$20
III. TOTAL APPROPRIATION REQUEST, 1995		\$20

OFFICE OF TECHNOLOGY ASSESSMENT
UNITED STATES CONGRESS

Fiscal Year 1995 Justification of Estimates

Submitted to Subcommittees on
Legislative Branch Appropriations



DECEMBER 1993

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Office of Technology Assessment Fiscal Year 1995 Budget in Brief to the Subcommittees on Legislative Branch Appropriations

The funds requested represent the best estimate of the Technology Assessment Board of what is required to meet the needs for the first session of the 104th Congress.

FY 95 Budget Request:	\$22,030,000
Includes:	
\$ 2,000 for the Prospective Payment Assessment Commission authorized in 42 U.S.C. 1395ww	
\$ 2,000 for the Physician Payment Review Commission authorized in 42 U.S.C. 1395w-1	
\$10,000 for monitoring of Mandated Veterans Studies authorized in P.L. 96-151, P.L.98-160, and P.L. 99-272	
\$ 2,000 for the Advisory Panel on Alzheimer's Disease authorized in P.L. 99-660 and P.L. 102-507	
\$ 3,000 for Review of DoE's study of its role in support of graduate education authorized by P.L. 102-325	
FY 94 Budget Request:	\$22,925,000
FY 94 Appropriation:	\$21,315,000
Estimated Increase in FY 95 Request Over FY 94 Budget Base	\$ 715,000

Salaries and Expenses

For salaries and expenses necessary to carry out the provisions of the Technology Assessment Act of 1972 (*Public Law 92-484*), including official reception and representation expenses (not to exceed \$5,500 from the Trust Fund), and expenses incurred in administering an employee incentive awards program (not to exceed \$2,500), and rental of space in the District of Columbia [\$21,315,000] \$22,030,000: *Provided*, That none of the funds in this Act shall be available for salaries or expenses of any employee of the Office of Technology Assessment in excess of 143 staff employees: *Provided further*, That no part of this appropriation shall be available for assessments or activities not initiated and approved in accordance with section 3(d) of *Public Law 92-484*: *Provided further*, That none of the funds in this Act shall be available for salaries and expenses of employees of the Office of Technology Assessment in connection with any reimbursable study for which funds are provided from sources other than appropriations made under this Act, or shall be available for any other administrative expenses incurred by the Office of Technology Assessment in carrying out such a study.

Office of Technology Assessment Obligation Summary

Salaries and Expenses (in thousands of dollars)			
	Fiscal Year 1994 (Estimated)	Fiscal Year 1995 (Estimated)	Estimated Change
General and Administrative			
Fixed Costs	6,159	6,348	189
Planning	708	733	25
Testimony, Follow-on, Special Analyses	1,395	1,443	48
Prospective Payment			
Assessment Commission	2	2	0
Physician Payment Review Commission	2	2	0
Veterans Studies	28	10	(18)
Advisory Panel on Alzheimer's	2	2	0
Review of DOE's Study on It's Role in Support of Graduate Education	3	3	0
Regulatory and Health Assessment of Dietary Supplements	46	...	(46)
John Heinz Competitive Excellence Award Candidates Evaluation 1/	0
Formal Assessments:			
Continuation of Assessments			
Initiated in Prior Fiscal Years	10,185	10,605	420
New Assessments to be Initiated	2,785	2,882	97
Total Formal Assessments	12,970	13,487	517
Total	21,315	22,030	715

1/ This mandate imposes a potential annual burden of \$30,000 on OTA's flexibility to initiate new work.

1. Schedules A, B, and C: Agency Request and Analysis of Change

Schedule A: Office of Technology Assessment Summary by Organization and by Object Class

CATEGORIES	FY 93 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Organization:								
Industry, Commerce, and International Security Division	60	8,215	60	8,290	60	8,576	0	286
Health, Life Sciences, and the Environment Division	50	6,732	50	6,866	50	7,106	0	240
General and Administration	33	6,055	33	6,159	33	6,348	0	189
Total	143	21,002	143	21,315	143	22,030	0	715
2. Breakdown by Object Class:								
11 Personnel Compensation		11,014		11,620		12,011		391
12 Personnel Benefits		2,323		2,628		2,738		110
13 Benefits to Former Personnel		25		2		2		0
21 Travel		245		227		250		23
22 Transportation of Things		117		121		127		6
23 Rent, Communications & Utilities		2,013		2,118		2,182		64
24 Printing and Reproduction		260		347		357		10
25 Other Services		4,254		3,552		3,651		99
26 Supplies and Materials		376		315		324		9
31 Equipment		375		385		388		3
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		21,002		21,315		22,030		715

Schedule A-a: Office of Technology Assessment Summary by Organization and by Object Class
Actual FY 1993 Under Old Organization Structure

CATEGORIES	FY 93 ACTUAL		
	STAFF	DOLLARS (\$000)	
1. Breakdown by Organization:			
A. Energy, Materials, and International Security Division	36	5,232	
B. Health and Life Sciences Division	36	5,225	
C. Science, Information, and Natural Resources Division	36	4,490	
G. General and Administration	35	6,055	
Total	143	21,002	

	DIV. A	DIV. B	DIV. C	DIV. G	TOTAL
2. Breakdown by Object Class:					
11 Personnel Compensation	3,113	2,653	2,905	2,343	11,014
12 Personnel Benefits	688	555	578	502	2,323
13 Benefits to Former Personnel		1	8	16	25
21 Travel	87	68	64	26	245
22 Transportation of Things	11	12	9	85	117
23 Rent, Communications & Utilities	1			2,012	2,013
24 Printing and Reproduction	65	65	56	74	260
25 Other Services	1,143	1,711	773	627	4,254
26 Supplies and Materials	58	71	34	213	376
31 Equipment	66	89	63	157	375
32 Land and Structures					
42 Insurance Claims and Indemnities					
Total	5,232	5,225	4,490	6,055	21,002

Schedule B: Office of Technology Assessment Analysis of Change to Budget Base
by Organization and by Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES					TOTAL CHANGES		
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		STAFF	DOLLARS (\$000)
					STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)		
1. Breakdown By Organization:												
Industry, Commerce, and International Security Division		224		62								286
Health, Life Sciences, and the Environment Division		180		60								240
General and Administration		97		92								189
Total		501		214								715
2. Breakdown By Object Class:												
11 Personnel Compensation		391										391
12 Personnel Benefits		110										110
13 Benefits to Former Personnel												
21 Travel				23								23
22 Transportation of Things				6								6
23 Rent, Communications & Utilities				64								64
24 Printing and Reproduction				10								10
25 Other Services				99								99
26 Supplies and Materials				9								9
31 Equipment				3								3
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		501		214								715

**Schedule C: Office of Technology Assessment
Summary—Detailed Analysis of Changes**

Appropriation, 1994

Adjustments to Appropriation

Budget Base, 1995

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. Excess Day
2. FTE Reduction
3. January 1995 Cost-of-Living Adjustment
4. Merit Increases and Promotions
5. Health Benefit Cost Increases

B. Price Level Changes

1. Travel Related Inflation of 10%
2. Postage Rate Increase
3. Miscellaneous Transportation Inflation of 2.7%
4. Building Lease Increases
5. Telephone Services Inflation of 10%
6. Miscellaneous Communications Inflation of 2.7%
7. Printing Inflation of 3%
8. Library of Congress Services Inflation of 5.7%
9. Other Services Inflation of 2.7%
10. Supplies and Materials Inflation of 2.7%
11. Equipment Inflation of 2.7%

C. Program Type Changes

1. Legislation
2. Workload
3. Equipment, Alterations, Maintenance, Repairs, Etc.

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
143	21,315
143	21,315
1995 Request	
Staff	Amount (\$000)
...	501
	(53)
	(149)
	260
	419
	24
...	214
	23
	5
	1
	49
	12
	3
	10
	5
	94
	9
	3
...	...
...	...
...	...
...	715
143	22,030

2. Explanation of Changes Shown on Schedule C

Office of Technology Assessment Agency Summary

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1.Excess Day, from 261 to 260 work days in FY 1995		(53)
2.FTE reduction of 3 temporary staff to meet the 4% reduction in Sec. 307 of PL 103-69		(149)
3.January 1995 2.6% Cost-of-Living Adjustment		260
4.Merit increases and promotions averaging 3% agency-wide		419
5. Annualization of January 1994 4% plus estimated January 1995 7.5% health benefit increases		24
B. PRICE LEVEL CHANGES	Staff	Amount (000)
1.Travel inflation rate of 10% applied to base		23
2.Postage rate increase of 14% effective in April 1995		5
3.Miscellaneous transportation inflation rate of 2.7% applied to base		1
4. Building lease escalation based on 30% of change in CPI-W for space, plus an estimated 3.5% increase in operating costs and 5% increase in property taxes		49
5.Telephone services inflation rate of 10% applied to base		12
6.Miscellaneous communications inflation rate of 2.7% applied to base		3
7.Printing and publications inflation rate of 3% applied to base		10
8. Interagency agreement with the Library of Congress for financial services increase of 5.7% for COLA, locality-based pay adjustment and within-grade increases		5
9. Other services inflation rate of 2.7% applied to base		94
10. Supplies and materials inflation rate of 2.7% applied to base		9
11. Equipment inflation rate of 2.7% applied non ADP equipment base		3
C. PROGRAM TYPE CHANGES	Staff	Amount (000)
1. Legislation		...
2. Workload		...
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...

3. Summary of Agency Request**Schedule D: Office of Technology Assessment FY 1995 Budget Request**

	Calculation of Base	
	Staff	Amount (\$000)
Appropriation, 1994	143	21,315
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		501
Price Level Changes		214
Program Type Changes		
Legislation		
Workload		
Equipment, Alterations, Maintenance, Repairs, Etc.		
Total Proposed Changes	0	715
FY 1995 Budget Request	143	22,030

4. Overview of OTA's Role

The prosperity and security of the Nation depend in no small part on how the U.S. Congress and others anticipate and respond to complex issues involving science and technology. OTA has an unequalled record in providing Congress with facts, figures, and nonpartisan analyses it can rely on in dealing with critical national issues involving science and technology. As we approach the 21st century, the United States and the world are undergoing momentous political, economic, social, and technological transformations that pose both new problems and new opportunities for the nation's lawmakers. U.S. lawmakers seeking to cope with these transformations are likely to find that the guidance OTA can provide is more valuable than ever.

With the end of the Cold War, the United States is free for the first time in 50 years to focus more of its energies on domestic problems. OTA can advise Congress on the many ways in which science and technology can be marshalled to help meet pressing domestic needs.

- Getting the U.S. economy on a sound footing for the years ahead is clearly a high priority of the 104th Congress. One of the challenges will be to find productive civilian uses for the resources that were formerly devoted to the Nation's defense. OTA's assessment of U.S. Technology and the Defense Conversion, which includes *Defense Conversion; Redirecting R&D*, concentrates on new opportunities in this area. Another OTA report, *Adult Literacy and New Technologies: Tools for a Lifetime*, focuses on how information technologies can help equip U.S. citizens with the skills needed to participate fully in the workplace. *Multinationals and the National Interest* discusses how to help ensure that multinational corporations such as IBM and AT&T work to support economic growth and high standards of living in the United States.
- Health care reform increasingly is coming to dominate the domestic policy agenda, and OTA can help U.S. lawmakers sort out some of the dilemmas that arise in the debate. *An Inconsistent Picture: A Compilation of Analyses of Economic Impacts of Competing Approaches to Health Care Reform by Experts and Stakeholders*, for example, points to some of the reasons for the wide range of differences in estimated economic impacts of approaches to health care reform. OTA's report *Pharmaceutical R&D: Costs, Risks, and Rewards* can help inform the development of sound Federal policies related to payment for prescription drugs.
- Another item high on the domestic policy agenda is "reinventing government." At a time when demand is growing and budgets are tighter, Federal, State and local governments face the challenge of delivering better services faster and at less cost. OTA's report *Making Government Work: Electronic Delivery of Federal Services* provides Congress with alternative strategies for improving the performance of government by using modern computer and telecommunication technologies.
- Dealing with environmental problems will be a continuing challenge for U.S. policymakers for the foreseeable future. Many scientists believe that as a result of CO₂ emissions from cars and other factors, the Earth's climate is likely to warm by several degrees during the next few decades. OTA's report *Preparing for an Uncertain Climate* discusses how U.S. policymakers can begin to plan for the possibility of global warming in the light of considerable uncertainties about when, where, and how much change will occur. Another OTA report, *Dismantling the Bomb and Managing the Nuclear Materials*, presents options for the successful dismantlement and disposition of nuclear weapons materials. This is one of the major environmental and public health challenges the country faces.

- Decisions related to the use of nuclear power will affect economic growth, the quality of the environment, and national security for years to come. Currently, 107 operating nuclear power plants in the United States supply over 20 percent of the country's electricity. As these plants age, issues related to plant lives and decommissioning are likely to become much more visible and draw more attention. OTA's report *Aging Nuclear Power Plants: Managing Plant Life and Decommissioning* identifies Federal efforts that could contribute to more timely and better informed decisions about these plants.

The end of the Cold War and the changes that have ensued necessitate radical rethinking of America's foreign and national security policy. For the first time in half a century, the United States faces no massive military threat from another superpower. OTA can provide useful perspectives on the role of technology in this new era.

- *Energy Efficiency Technologies for Central and Eastern Europe*, part of OTA's assessment of Energy and Environmental Technology Transfer to Central and Eastern Europe, notes that transferring technology to improve the efficiency of energy use is one highly cost-effective way for the United States to encourage economic reform, democratization, and stability in the former communist countries of the Soviet bloc. Energy is used very wastefully in formerly centrally planned economies, and the waste limits economic development and contributes to local and global environmental degradation.
- The proliferation of chemical, biological, and nuclear weapons of mass destruction—especially in unstable regions of the world such as the Middle East, S. Asia, and Korea—is likely to pose a major security threat to the United States and other countries for many years to come. OTA's report *Proliferation of Weapons of Mass Destruction: Assessing the Risks* identifies a range of measures from which a coherent nonproliferation treaty might be constructed.

OTA's work in FY 1995 will continue to reflect the explicit needs of the committees of jurisdiction. The bipartisan, bicameral Technology Assessment Board (TAB) will guide OTA's work with committees and shape the agency's agenda through the assessment proposal approval process. OTA serves as a shared resource for Congress, providing nonpartisan analysis of scientific and technological issues—issues intrinsic to all important policy issues—in a cost-effective way.

5. OTA's Accomplishments During Fiscal Year 1993

During FY 1993, OTA delivered 53 publications to Congress, including 27 assessment reports, 23 background papers, and 3 administrative documents (see p. 91). As of September 30, 1993, 41 TAB-approved studies and 13 special responses were in progress. As an integral part of carrying out assessments, OTA also provided expert advice, briefings, testimony, and results of OTA assessments matched to the specific needs of the requesting committees and the congressional agenda (see p. 153).

Toward the end of January 1993, new senior management had begun to be put in place at OTA. Originally installed on an acting basis, by the end of FY 1993 an entirely new top management team was confirmed, consisting of a new Director and two new Assistant Directors. This reorganization, initiated with the departure of former Director John H. Gibbons to assume the position of President Clinton's Science Advisor, continued in response to several needs. Downsizing of the Legislative Branch required a response from OTA that reacted to the need for maintaining productivity most efficiently. The preservation of research/analytic teams was made a priority. Shrinking

management through elimination of one of OTA's three Division management groups and the operations manager as well as two general assignment senior associates generated significant personnel savings. The outline of the new organization is displayed in Schedules A and A-a and in the sections below. A planning and strategic process was also begun to fulfill further needs. Reorganized Divisions should consist of Programs which form sensible, coherent intellectual and scientific units, ones which foster increased intercommunication and efficient cooperative use of personnel resources. Continued savings should be possible through coalescing Programs and the elimination of a few Program management teams. This process is underway and should result in a leaner and more efficient organization with as little loss of productivity to downsizing as possible.

Relation of Work to Legislative Activity

OTA's role is neither to promote nor to discourage the development or the application of any particular technology or legislation, but rather to help Congress determine whether or when some form of Federal government participation may make sense. OTA identifies and clarifies options; exposes misleading, unsupportable, or incorrect information; and works to raise the level of understanding in the debate about expensive and controversial technical issues.

In each section on accomplishments in OTA's divisions, we identify some activities during fiscal year 1993 that illustrate the link between OTA's work and specific congressional activity. Please see the following pages for this information.

- *Industry, Commerce, and International Security Division* 35
 - Energy and Materials 36
 - Industry, Technology, and Employment 38
 - International Security and Commerce 41
 - Science, Education, and Transportation 42
 - Telecommunication and Computing Technologies 42
- *Health, Life Sciences, and the Environment Division* 63
 - Biological and Behavioral Sciences 64
 - Food and Renewable Resources 65
 - Health 66
 - Oceans and Environment 66

Mandate Avoidance

OTA works closely with members of TAB and the Appropriations Committees to maintain the authority of TAB to set the agenda of the agency and the best use of OTA's limited resources for the whole Congress. Mandates are strongly discouraged as a mechanism to obtain OTA's help, and potential mandates are often avoided when we are able to work with the interested parties prior to passage of legislation into law.

Because of the support of OTA's Board and the Appropriations Committees, no mandates occurred in the 103d Congress. OTA also successfully convinced a committee to repeal an earlier mandate. Two small mandated studies were passed at the end of the 102d Congress, *P.L. 102-571* mandating a study of the regulatory and health assessment of dietary supplements and *P.L. 102-585* mandating a study of registries of health data on Persian Gulf veterans. Both studies will be completed by January 1994.

Continuing Mandated Functions

OTA continues to monitor veterans studies: *P.L. 96-151* requires OTA to monitor and evaluate certain studies by the Department of Veterans Affairs; *P.L. 98-160* requires OTA to monitor certain Federal research activities with regard to veterans exposed to atomic radiation; *P.L. 99-272* requires OTA to monitor certain Federal research activities related to women veterans.

OTA continues to appoint the members of the Prospective Payment Assessment Commission (ProPAC) and the Physician Payment Review Commission (PPRC). ProPAC is an independent advisory committee mandated under the Social Security Amendments of 1983 (*P.L. 98-21, Section 601, 42 U.S.C. 1395ww*) that reform the Medicare program payment method. The law requires the OTA Director to select the Commission members. The first Commissioners were appointed in 1983.

PPRC is also an independent advisory committee and was mandated by the Consolidated Omnibus Budget Reconciliation Act of 1985 (*P.L. 99-272, 42 U.S.C. 1395w-1*). PPRC's purpose is to advise Congress and the Executive Branch on possible ways of reforming physician payment under the Medicare program. The law requires the OTA Director to select the Commission members. Initial appointments to the 13-member Commission were made in 1986, for terms ranging from one to three years.

P.L. 99-960 and *P.L. 102-507* also require the Director of OTA to appoint the members of the Advisory Panel on Alzheimer's Disease, which advises the Secretary of Health and Human Services on priorities and emerging issues related to Alzheimer's disease and related dementia. The first panel was appointed by the OTA director in 1987, and the panel was reauthorized in 1992. The panel's authorization terminates in 1995.

Interagency Coordination

In carrying out OTA's mission as a shared resource of the committees of the Congress, our staff cooperate and interact extensively with congressional members and staff and with the staffs of other Federal agencies, the private sector, and institutions around the world. This extensive networking serves to avoid duplication and to increase Congress's analytical resource base as it enables OTA to utilize the most up-to-date information available. In particular, OTA and the three other congressional support agencies have adopted processes that ensure fuller utilization of each other's expertise—in administrative as well as substantive areas. Senior staff from OTA, CRS, CBO, and GAO meet regularly to discuss topics on which each agency works, such as trade, education, health care, energy, agriculture, environment, transportation, and defense, in order to eliminate duplication and ensure that resources are devoted to each facet of an issue. A few recent examples of OTA networking that resulted in notable benefits to the Federal, State, and local government include:

- OTA continues to work closely with CRS, GAO, the Health Resources and Services Administration (HRSA), and the HHS Assistant Secretary for Planning and Evaluation (ASPE) on long-term care and case management issues. In July 1993, GAO held a congressional forum on long-term care; OTA staff assisted in planning the forum and moderated the forum for GAO. OTA and CRS have shared data and findings on State case management regulations and procedures for case management; this sharing of data benefits both agencies and is particularly helpful to OTA for the agency's staff paper on cost caps in case-managed long-term care.

- OTA participated in a CRS-sponsored congressional briefing on drug pricing in April, 1993. In addition, in August 1993, GAO staff asked OTA to review a draft of a GAO study of the impact of price controls on R&D, a subject that was briefly discussed in OTA's report. OTA's staff met with GAO staff and as a result of that review, the GAO report is currently undergoing extensive revision.
- OTA conducted extensive coordination with GAO, CRS, CBO, Physician Payment Review Commission, and Prospective Payment Review Commission, regarding Assessing the *Assumptions Behind Health Reform Projections*. GAO, CRS, CBO, PPRC all have work under way in this area, and OTA is consulting with them to ensure that there is not unnecessary overlap. Further, CBO has ongoing responsibilities in this area, and OTA is continuing to solicit information from CBO on the ways in which they model health reform proposals.
- OTA and GAO have coordinated their studies on Health Professions Training, with GAO concentrating on evaluation of the effectiveness of past efforts to improve specialty mix and lessen the impact on underserved areas, and OTA concentrating on potential techniques and programs to improve the situation in the future.
- In November 1992, soon after the start of OTA's assessment, *The Continuing Challenge of Tuberculosis*, OTA staff met with GAO staff who were also beginning work on TB in response to congressional requests. The purpose of the meeting was coordination — avoiding duplication of effort and sharing of resources. The meeting indicated that the work of the two agencies complement each other well. While OTA has focused on synthesizing current scientific understanding of TB and its control and giving a broad overview of Federal involvement, GAO was asked to evaluate in some detail Federally-funded TB control programs administered by State and local governments in several hard-hit communities. Staff from the two agencies have talked with each periodically about their respective projects. The GAO research is on-going at this date.
- On the basis of a list of questions from OTA about case management for long-term care and discussions with OTA staff, the Health Resources and Services Administration (HRSA) contracted for an analysis of policy-relevant findings from its congressionally-mandated "Health Care Services in the Home Demonstration Program." The results of the contract analysis are to be presented in November 1993. Also based on a list of questions from OTA about case management for long-term care, HRSA conducted a workshop on case management for special populations, the results of which were published in February 1993.
- HHS's Assistant Secretary for Planning and Evaluation (ASPE) is currently working on criteria for determining eligibility for long-term care for persons with cognitive impairment. OTA has provided information developed in 1989 to assist the Subcommittee on Health of the House Committee on Ways and Means in its work on the "Frail Elderly Bill," legislation intended to provide home and community-based services for people with dementia. OTA continues to participate on the advisory panel for ASPE's case management study.
- The HHS Office of Inspector General requested, and used, previously unpublished data from OTA's study of home infusion therapy, in an HHS IG report published September, 1993. OTA staff provided information, consulted with IG staff, and reviewed the IG report.
- Health Care Financing Administration (HCFA) staff used the OTA *Home Drug Infusion Therapy* report to help them make decisions about uniform Medicare coverage policy decisions under the new regional carrier system being put in place by HCFA, according to the medical director of one of the new regional carriers (spring 1993).

14 OFFICE OF TECHNOLOGY ASSESSMENT

- Many of the options included in OTA's report on *Adolescent Health* were incorporated into the President's Health Security Plan (the health care reform plan).
- OTA coordinated the *Science & Technology, Renewable Resources, and International Development* study with GAO's new project on the role of private volunteer organizations (PVO's) in development that addresses: 1) when are PVOs appropriate in development, 2) how do their overhead rates affect funding use, and 3) AID effectiveness in determining when to use grants, contracts, cooperative agreements and how well do they administer/manage them.
- OTA coordinated the *Science & Technology, Renewable Resources, and International Development* study with GAO's new project on World Bank's portfolio management, including review of World Bank actions to improve accountability, loan policy, level of U.S. financial risk because of World Bank loans.
- GAO is reviewing OTA's body of work (5 reports) on African agriculture and environment as they develop a new GAO project on the role of U.S. industry and organizations in foreign aid.
- OTA coordinated the *Science & Technology, Renewable Resources, and International Development* study with ongoing CRS work on reviews of the Foreign Assistance Act and sustainable development discussions.
- CRS staff participated in several OTA meetings during the course of the study, *Harmful Nonindigenous Species in the United States*, including the hearings at which the study was released.
- The OTA report, *Energy Efficiency in the Federal Government: Government by Good Example?*, has been used extensively by several Executive agencies. The General Services Administration (GSA), with whom OTA worked closely in the course of this assessment, adopted an agency wide practice promoting equipment retrofits outlined in the report. OTA work has also been credited with improving communication between Federal facility personnel and private sector suppliers of energy efficient goods and services. For example, one large energy management company distributed copies of OTA's report to all its field representatives to improve their understanding of Federal energy management needs and opportunities.
- The OTA report, *Building Energy Efficiency*, is being used by several Federal agencies: by the Energy Information Administration, Department of Energy in planning their data collection and analysis on building energy use; by the National Renewable Energy Laboratory (NREL) for project planning and analysis; as a basic reference by the General Services Administration (GSA); and by the GSA's New York Field Office as a guide in putting together a training course for building operators. The report is also being used by State energy offices in Colorado and Arizona.
- Since the delivery of OTA's report, *Fueling Development: Energy Technologies for Developing Countries*, the World Bank has reported changing the structure of some of its energy projects in developing countries to reflect the "energy services" approach outlined in the OTA assessment. OTA staff have been invited to brief the senior World Bank staff on the project. In addition, the World Energy Conference has adopted the interim report, *Energy in Developing Countries*, as the basic document for discussion in their subcommittee on developing countries and it continues to have considerable impact on the thinking of the subcommittee.
- OTA's 1989 background paper, *Biological Effects of Electromagnetic Fields*, continues to be widely cited as the issues addressed in that report remain in public focus. OTA staff periodically

confer with counterparts in other research agencies including EPA, DoE, and Electric Power Research Institute (EPRI) on issues related to electromagnetic fields (EMF) and electric power systems and equipment. A number of outside experts have credited the OTA report and the publicity surrounding it as an important factor in encouraging both EPA and DoE to develop broader EMF research agendas.

- The World Bank continues to rely heavily on OTA's reports *Fueling Development* and *Energy in Developing Countries* in formulating its projects on energy efficiency and environmental issues. The Environment Department also recommends the reports as guides for environmental agencies in developing countries.
- OTA staff participate periodically in meetings with CBO, CRS, GAO on defense conversion issues.
- Many Federal agencies were engaged in the course of the study, *Dismantling the Bomb and Managing the Nuclear Materials*. The Department of Energy was prominent, with meetings and briefings on specific programs and issues held both at headquarters, as well as in trips to field facilities. A cooperative symposium was held with DoE that brought Russian scientists to OTA to discuss issues of mutual concern relative to treatment and management of high-level waste. Military agencies were also consulted, including the Defense Nuclear Agency, the Office of the Assistant to the Secretary of Defense for Atomic Energy, the Defense Intelligence Agency, the U.S. Army Corps of Engineers, and the nuclear decision-making components of each service. Other Federal agencies consulted included the Nuclear Regulatory Commission, the Department of State, and the Environmental Protection Agency.
- OTA received extensive cooperation from the Executive Branch in conducting the Literacy Study, especially from the Office of Vocational and Adult Education of the Department of Education. After the study was released, staff briefed the Assistant Secretary and senior staff in the Adult Education Division of the Department of Education.
- Throughout the study, *Access to Over-the-Road Buses for Persons with Disabilities*, OTA coordinated its efforts with the Office of the Secretary of the Department of Transportation (DoT) and the federal Architectural and Transportation Barriers Compliance Board. As directed under the Americans With Disabilities Act (ADA), the OTA report has been used as the basis of DoT's regulatory analysis for the implementation of regulations informing over-the-road bus operators of their compliance obligations under the ADA.
- OTA coordinated with GAO staff on data analysis in support of the GAO study, *The Availability of Intercity Bus Service Continues to Decline*, and the OTA study, *Access to Over-the-Road Buses for Persons with Disabilities*.
- OTA staff assisted FAA in organizing the Civil Tiltrotor Development Advisory Committee. This Committee was mandated by Public Law 102-581.
- OTA staff participated in or worked with four separate Federal Advisory Committees to the Federal Aviation Administration: FAA Research, Engineering, and Development Advisory Committee; Aviation Rulemaking Advisory Committee; Aviation Capacity Advisory Committee; and the FAA-sponsored Task Force for Global Navigation Satellite System Implementation.
- OTA participated in a joint NASA/American Institute of Aeronautics and Astronautics (AIAA) workshop on interactive effects of environmental technologies programs on other aviation system technologies.

- The OTA background paper, *Accessibility and Integrity of Networked Information Collections*, was released in conjunction with a July 14, 1993, meeting at the Library of Congress on "Delivering Electronic Information in a Knowledge-Base Democracy." This meeting was chaired by Vice President Gore and the Librarian of Congress, James Billington.
- The Social Security Administration automation study is being closely coordinated with relevant GAO staff.
- The OTA report, *Making Government Work*, included GAO, CRS, and executive agency staff in the research and review process, and reached out to similar efforts by state/local governments.
- Three of OTA's intellectual property reports, *Finding A Balance* (1992), *Copyright and Home Copying* (1989), and *Intellectual Property Rights* (1986) were used in Office of Science and Technology Policy's early 1993 report to Congress concerning the National Research and Education Network (NREN).
- The OTA reports *Defending Secrets* (1987) and *Electronic Record Systems and Individual Privacy* (1986) are cited in the information technology portions of the National Performance Review (NCR.IT.10—"Develop Systems and Mechanisms to Ensure Privacy and Security").
- OTA arranged and chaired three briefings on critical technologies for the Director and Deputy Director of the Office of Technology Policy, Department of Commerce.
- OTA staff have had ongoing input to GAO's inquiries into satellites and telecommunication matters.
- OTA and GAO staff organized a joint workshop on "Federal Agency Substance Abuse Prevention Initiatives," which was held at OTA on January 14 and 15, 1993. Information obtained from the workshop was incorporated into the OTA assessment report *Technologies for Understanding the Root Causes of Substance Abuse and Addiction* and into a number of ongoing GAO projects.
- On January 21 and 22, 1993, a workshop on "The Implications of Genetics Research and Mental Illness" was hosted by OTA. The workshop was a joint effort between OTA and the National Institute of Mental Health.
- Information from *Cystic Fibrosis and DNA Tests: Implications of Carrier Screening* (1992) and its accompanying background papers, *Genetic Counseling and Cystic Fibrosis Carrier Screening: Results of a Survey* and *Genetic Tests and Health Insurance: Results of a Survey* was used in recommendations of the National Institutes of Health (NIH)/Department of Energy (DoE) Health Insurance Task Force of the NIH/DoE Joint Ethical, Legal, and Social Implications (ELSI) Working Group for the Human Genome Project.
- The FBI and U.S. Attorney's Offices continue to cite *Genetic Witness: Forensic Uses of DNA Tests* (1990) in casework, and it is also used in local and State cases.

6. Changes in OTA's Prior Plans for FY 1993

During FY 1993, OTA essentially accomplished its goals, with approved modifications, negotiated reductions in some projects, and additions to others to meet the changing needs of Congress and to accommodate the inherent uncertainty of research. Also, during the year OTA's General and Administration activities were restructured in a way that allowed a greater share of resources to flow to the analytical divisions.

The chart below shows the variations in actual obligations for the OTA divisions for FY 1993 from the planned obligations for FY 1993 provided on Schedule A in the FY 1994 budget justification. The chart on page 22 provides a summary by object class of projects and actual expenditures for FY 1993.

Changes in OTA's Prior Plans

DIVISION	FY 93 ESTIMATE (\$000)	FY 93 ACTUAL (\$000)	PERCENT CHANGE
Energy, Materials, and International Security	4,956	5,232	5.6
Health and Life Sciences	4,908	5,225	6.5
Science, Information, Natural Resources	4,860	4,490	-7.6
General and Administration	6,301	6,055	-3.9
Total	21,025	21,002	-0.1

7. OTA's Goals for FY 1995

OTA's basic goals remain quite similar year to year. These are:

- to meet the Legislative Branch's priorities for support agencies — currently to manage with diminishing resources so that Congress still gets the best possible value in scientific and technological advice;
- to provide services to Congress in a balanced nonpartisan way that are accurate, complete, unbiased and high quality;
- to work with congressional clients so that assessments provide information and analysis as relevant and useful for the legislative agenda as possible.

Within this overall framework each year OTA may have more topical, short term goals. For FY 1995, OTA hopes to continue and solidify agency reorganization and restructuring begun toward the end of FY 1993 in an effort to maintain productivity at lesser appropriation and staffing levels, to rationalize and think through focussing analytic capacity on likely most relevant subject matter, and to maximize intra-agency communication and cooperative, effective use of personnel resources. As is described below, OTA hopes to stay involved in salient issues such as sustainable use of energy, competitiveness, new priorities in international security, the continuing health care debate, the new information society, improving education, better care of our environment and the like. In the final analysis, the agency depends on congressional interests and will, as usual, reserve resources for response to the often unexpected and unanticipatable issues of the day.

Priorities in Program Work

OTA's agenda is driven by explicit needs of congressional committees. Therefore, we cannot predict in detail the new assessments that will be undertaken in a given year. In response to the Appropriations Committees' request, however, OTA has prepared a list of subjects that are representative of the assessments we may be asked to undertake. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and congressional committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. The most recent list (see below) was derived from a much larger group of subjects that have come to OTA's attention via its own work, requests and inquiries already received from committees, the technical literature, interactions with members and staff of Congress, and from peers in the Executive Branch and outside of the government. Because OTA works hard to be responsive to changing congressional needs, work actually begun in a given year is often significantly different from OTA's prospective list, but new work usually does contain some of the identified issues. (Brief descriptions of the candidate studies are provided in the sections on divisions' priorities on pages 43 and 67).

Candidate Areas for New Assessments in Fiscal Years 1994 and 1995

The topics given in this list have been identified by congressional committees, OTA, and its advisers as technical issues the Congress will face over the next several years. *Note: 1) This list is not given in order of priority; 2) the actual number of issues we can undertake as full assessments is not more than 1 in 3 or 4 of those listed.*

■ *Energy and Materials*

Energy Research and Development: Meeting the Nation's Needs
 Materials Flow in a Sustainable Society
 Implementation of Energy Efficient Alternatives to Private Vehicles
 Plutonium as Fuel for Commercial Power Reactors
 Multiple Resource Management of Federal Lands and Resources
 Energy Use and Urban Infrastructure

■ *Industry, Technology, and Employment*

Technology Policy
 Technology, Job Mobility, and Adjustment Policies
 Technology Transfer to the United States
 Technology and Trade with Developing Economies
 Cleaner Manufacturing Technologies and U.S. Manufacturing Competitiveness
 Industrial Cooperation and Economic Competitiveness

■ *International Security and Commerce*

International Cooperation and Competition in Space
 Multilateral Monitoring and Verification
 Multilateral Peacekeeping, Peace-making, and the U.S. Military
 Theater Missile Defense
 The Future Structure of U.S. General Purpose Forces
 Aerospace Industry Study

■ *Science, Transportation, and Education*

School to Work Transition
 Community Colleges in Today's Economy
 School Readiness and Technology
 Learning and Technology
 Transportation and the 1990 Clean Air Act Amendments
 Satellite-Based Information and the Transportation System

■ *Telecommunication and Computing Technologies Program*

Communications Technology Convergence: Its Impact on Federal and State Regulatory Policy
 Linking the Americas: Economic Strength Through Communications and Information
 Technology
 Telecommunication Services and Manufacturing in the Pacific Rim: Challenge to the U.S.
 Industry?
 Electronic Keiretsu: A Challenge to U.S. Anti-Trust Law
 Copyright and the Value of Intellectual Property in a Networked Environment
 High Definition Television: Future Role in Multi-Media Communications

■ *Biological and Behavioral Sciences*

Organ Transplants
Follow-on to the Risk Assessment Project
Human Genome Diversity
Drug Treatment Programs

■ *Food and Renewable Resources*

Riverine Fisheries Restoration
Global Land-Use Changes, Emerging Viral Diseases, and U.S. Health Concerns
Resource Management and Research Needs in U.S. National Parks
Ecosystem Reclamation: Rural and Urban
Natural Disasters, Technology and the Federal Role
Integrating Agriculture and the Environment: Educating for the Future

■ *Health*

AIDS/HIV-related Studies
Financing Experimental Care and Related Issues in Technology Diffusion
Methods for Narrowing the Target Audience for Clinical Preventive Services by Using Risk Factors
Health Care Reform-related Studies
Health Care and the Inner City
Prescription Drugs and Health Care Reform

■ *Oceans and Environment*

Water Quality in the U.S.
Transnational Pollution
The Science of Ecotoxicology
Flood Control and Flood Plain Management
Recycling

Office of Technology Assessment Administrative Expenses *(dollars in thousands)*

	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE
Calculation of Administrative Expenses:			
Object Class 20 Series	7,265	6,680	6,891
Less: Rental Expenses	(1,799)	(1,875)	(1,924)
Programmatic, Mission-Essential Expenses	(4,228)	(3,854)	(3,974)
Reimbursable Expenses			
Legally Mandated Expenses			
Administrative Expenses	1,238	951	993
Calculation of Maximum Administrative Expenses:			
Base Year (FY 93) Expenses		1,238	1,238
Adjustment for Inflation		33	66
Adjusted Base Year Expenses		1,271	1,304
Required Reduction		(38)	(78)
Maximum Administrative Expenses		1,233	1,226

**Office of Technology Assessment Fiscal Year 1993 Estimate vs Actual
By Object Class**

CATEGORIES	FY 93 ESTIMATE	FY 93 ACTUAL	CHANGE EST VS ACT	CHANGE EST VS ACT
	DOLLARS (\$000)	DOLLARS (\$000)	PERCENT	DOLLARS (\$000)
2. Breakdown by Object Class:				
11 Personnel Compensation	11,444	11,014	(3.8)	(430)
12 Personnel Benefits	2,370	2,323	(2.0)	(47)
13 Benefits to Former Personnel	51	25	(51.0)	(26)
21 Travel	368	245	(33.4)	(123)
22 Transportation of Things	110	117	6.4	7
23 Rent, Communications & Utilities	2,252	2,013	(10.6)	(239)
24 Printing and Reproduction	541	260	(51.9)	(281)
25 Other Services	3,462	4,254	22.9	792
26 Supplies and Materials	245	376	53.5	131
31 Equipment	182	375	106.0	193
32 Land and Structures				
42 Insurance Claims and Indemnities				
Total	21,025	21,002	(0.1)	(23)

Explanation of 10% OR \$100,000, Whichever is Greater, Variation by Object Class for Fiscal Year 1993

21.Travel (decrease of 33.4% or \$123,000)

- The departure of the director and several key staff members curtailed planned travel. Travel was also reduced because a significant number of projects were nearing completion when less travel occurs and in some cases project priority was placed on contractual needs.

23.Rent, Communications and Utilities (decrease of 10.6% or \$239,000)

- Projected increases related to the building lease did not occur. As a result of a court appeal, taxes on the building actually decreased. Operating cost and costs associated to ADA modifications were lower than projected.
- Savings in telephone service and equipment rental charges were realized.

24.Printing and Reproduction (decrease of 51.9% or \$281,000)

- Utilization of GPO's contract procurement printing services has saved an average of 57% on printing.

25.Other Services (increase of 22.9% or \$792,000)

- Savings in personal service resulting from the departure of the director and other staff and other savings allowed for the utilization of increased contracting for research support.

26.Supplies and Materials (increase of 53.5% or \$131,000)

- The change in software technology to a Windows environment, an Agency shift to new word processing programs and an increase in the use of analytical software increased the purchase of software above original projections.

31.Equipment (increase of 106.0% or \$193,000)

- A new Internet communications platform was required because of the increased OTA usage in various worldwide electronic communications networks as well as the Legislative Branch Capnet system.
- Publications equipment to run a sophisticated publishing system that allows for the integration of graphics and text, advanced layout and design options and the support of more word processing packages was purchased.
- The shift to a Windows personal computer operating system environment required the upgrade of many 286 based personal computers to 386 based or higher personal computers.

8. A. Agency Workload and Product Data

Projects Requested or Mandated and Approved During the Fiscal Year

Status of Projects Requested	FY 1993 Actual	FY 1994 Estimate	FY 1995 Estimate
Projects Requested by Committees (1)	40	40	40
Projects Approved by TAB	14	20	20
Projects Undertaken as Special Responses or Incorporated in Ongoing Work	20	20	20
Projects Delayed to Another Fiscal Year	2	2	2
Legislative Mandates Enacted in Fiscal Year (2)	2	0	0
Legislative Mandates Active in Fiscal Year	5	6	5

(1) These numbers are representative of assessments formally requested in writing. They do not represent the total number of request letters for an assessment (which may come from several different committees) and do not include the significant number of requests that are refused or referred elsewhere before reaching the formal request stage.

(2) OTA's appropriations language states, "That no part of this appropriation shall be available for assessments or activities not initiated and approved in accordance with section 3(d) of Public Law 92-484." The previously mandated studies will be continued. OTA will continue to discourage new mandates with the assistance of the Technology Assessment Board and the Appropriations Committees.

8. B. Agency Workload and Product Data

Projects Ongoing, Started, or Completed During the Fiscal Year

Status of Projects	FY 1991 Actual	FY 1992 Actual	FY 1993 Actual	FY 1994 Estimate	FY 1995 Estimate
Projects in Process - Beginning of Fiscal Year (1)	39	43	42	41	41
Projects Approved by TAB During the Fiscal Year	16	20	14	20	20
Reports Published During the Fiscal Year (2)	30	29	27	27	27
Projects in Process - End of Fiscal Year	43	42	41	40	40

(1) Projects in process counts all TAB-approved activities. A project may produce more than one assessment report, or may produce no reports at all, therefore, numbers are not additive. Projects in press or under TAB review are counted.

(2) Reports include full assessment reports, special reports, and excludes administrative documents.

8. C. Agency Workload and Product Data

Type and Number of Products Completed During the Fiscal Year

Products	FY 1993 Estimate	FY 1993 Actual	FY 1994 Estimate	% Change 93 - 94	FY 1995 Estimate	% Change 94 - 95
Reports (1)	29	27	27	0	27	0
Other Publications (2)	26	23	23	0	23	0
Testimony	50	24	50	108	50	0
Total Products	105	74	100	35	100	0

(1) Reports include full assessment reports, special reports, and excludes administrative documents.

(2) Other publications refers to background papers.

9. Staffing of the Agency

Schedule E: Office of Technology Assessment Summary—Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES			DOLLARS (\$000)		
	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE
Staff Allocation (permanent positions)	143	143	143	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	136	138	138	8,202	8,561	8,950
Part-Time Permanent 1/	10 (6.2)	8 (5)	8 (5)	371	324	340
11.3 Other Than Full-Time Permanent						
Temporary	61	56	53	2,434	2,710	2,696
Intermittent/Consultants	22	12	12	7	25	25
25.0 Other Services (Contracts for on-site personal services) 2/	14	6	2	194	40	41

1/ Number of individuals and full-time equivalent employment in ().

2/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

Schedule F: Office of Technology Assessment Object Class 25.0 Service Contracts (indirect employment)

Type of service provided under contract	NUMBER OF CONTRACTS			DOLLARS (\$000)		
	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE
In House	10	2	2	194	40	41
Panel/Work Group	741	1,391	1,391	412	794	815
Research Contracts	303	229	229	2,722	2,109	2,166
NFC Services	1	1	1	19	20	21
Library of Congress	1	1	1	80	84	89
Purchase Orders	510	500	500	827	505	519
TOTAL*	1,566	2,124	2,124	4,254	3,552	3,651

* This includes the total number of contracts and the total dollars under object class 25.

**Industry,
Commerce, and
International Security**

10. Division A: Industry, Commerce, and International Security**1. Schedules A1, B1, and C1 for the Division****Schedule A1: Industry, Commerce, and International Security Division
by Organization and by Object Class**

CATEGORIES	FY 93 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Organization:								
Industry, Commerce, and International Security Division	60	8,215	60	8,290	60	8,576	0	286
Total	60	8,215	60	8,290	60	8,576	0	286
2. Breakdown by Object Class:								
11 Personnel Compensation		4,966		5,071		5,245		174
12 Personnel Benefits		1,079		1,177		1,227		50
13 Benefits to Former Personnel		8		1		1		0
21 Travel		129		109		120		11
22 Transportation of Things		16		23		24		1
23 Rent, Communications & Utilities		1		1		1		0
24 Printing and Reproduction		98		159		164		5
25 Other Services		1,734		1,551		1,593		42
26 Supplies and Materials		82		64		66		2
31 Equipment		102		134		135		1
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		8,215		8,290		8,576		286

Schedule B1: Industry, Commerce, and International Security Division
 Analysis of Change to Budget Base by Organization and by Object Class

CATEGORIES	PROGRAM TYPE CHANGES											
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown By Organization:												
Industry, Commerce, and International Security Division		224		62								286
Total		224		62								286
2. Breakdown By Object Class:												
11 Personnel Compensation		174										174
12 Personnel Benefits		50										50
13 Benefits to Former Personnel												
21 Travel				11								11
22 Transportation of Things				1								1
23 Rent, Communications & Utilities												
24 Printing and Reproduction				5								5
25 Other Services				42								42
26 Supplies and Materials				2								2
31 Equipment				1								1
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		224		62								286

Schedule C1: Industry, Commerce, and International Security Division
Detailed Analysis of Changes

Appropriation, 1994

Adjustments to Appropriation

Budget Base, 1995

Calculation of Base	
Staff	Amount (\$000)
60	8,290
60	8,290
1995 Request	
Staff	Amount (\$000)
A. Mandatory Pay and Related Costs	224
1. Excess Day	(23)
2. FTE Reduction	(61)
3. January 1995 Cost-of-Living Adjustment	114
4. Merit Increases and Promotions	184
5. Health Benefit Cost Increases	10
B. Price Level Changes	62
1. Travel Related Inflation of 10%	11
2. Miscellaneous Transportation Inflation of 2.7%	1
3. Printing Inflation of 3%	5
4. Other Services Inflation of 2.7%	42
5. Supplies and Materials Inflation of 2.7%	2
6. Equipment Inflation of 2.7%	1
C. Program Type Changes	
1. Legislation	...
2. Workload	...
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...
II. Net Increase/Decrease Requested	286
III. Total Appropriation Request, 1995	60 8,576

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. Excess Day
2. FTE Reduction
3. January 1995 Cost-of-Living Adjustment
4. Merit Increases and Promotions
5. Health Benefit Cost Increases

B. Price Level Changes

1. Travel Related Inflation of 10%
2. Miscellaneous Transportation Inflation of 2.7%
3. Printing Inflation of 3%
4. Other Services Inflation of 2.7%
5. Supplies and Materials Inflation of 2.7%
6. Equipment Inflation of 2.7%

C. Program Type Changes

1. Legislation
2. Workload
3. Equipment, Alterations, Maintenance, Repairs, Etc.

10.2 Explanation of Changes Shown on Schedule C1 for Division A**Industry, Commerce, and International Security Division**

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1.Excess Day, from 261 to 260 work days in FY 1995		(23)
2.FTE reduction of 1 temporary staff to meet the 4 % reduction in Sec. 307 of PL 103-69		(61)
3.January 1995 2.6% Cost-of-Living Adjustment		114
4.Merit increases and promotions averaging 3% agency-wide		184
5. Annualization of January 1994 4% plus estimated January 1995 7.5% health benefit increases		10
B. PRICE LEVEL CHANGES	Staff	Amount (000)
1.Travel inflation rate of 10% applied to base		11
2.Miscellaneous transportation inflation rate of 2.7% applied to base		1
3.Printing and publications inflation rate of 3% applied to base		5
4.Other services inflation rate of 2.7% applied to base		42
5.Supplies and materials inflation rate of 2.7% applied to base		2
6.Equipment inflation rate of 2.7% applied non ADP equipment base		1
C. PROGRAM TYPE CHANGES	Staff	Amount (000)
1.Legislation		...
2.Workload		...
3.Equipment, Alterations, Maintenance, Repairs, Etc.		...

10.3 Role of the Industry, Commerce, and International Security Division

The Industry, Commerce, and International Security Division comprises 5 research Programs: **Energy and Materials**; **Industry, Technology, and Employment**; **International Security and Commerce**; **Science, Education, and Transportation**; and **Telecommunications and Computing Technology**.

The **Energy and Materials Program (E&M)** is responsible for assisting the Congress in understanding the role of technology in developing energy and materials resources and the consequences of these developments for society. The Program helps the Congress progress toward rational resource development such that economic growth is maintained, undesirable side effects are kept to a minimum, and the resource base is sustained for future generations. The Program covers those technologies that concern the extraction, delivery, and the use of energy and materials. The Program also analyzes world energy and materials markets and policies, especially the implications of U.S. imports and exports of energy and materials.

The **Industry, Technology, and Employment Program (ITE)** examines how technology affects the ability of U.S. industry to contribute to a healthy national economy. This includes consideration of the competitiveness of U.S. industries in international markets; trade and economic development issues; the number and nature of employment opportunities in the U.S. economy; needs for worker education, training and retraining; and ways to ease adjustment in structural economic transitions. The ITE Program is concerned with the role of technology in examining the competitive position of both basic and new industries, with the development and dissemination of pre-competitive technologies, and with the quantity, nature, and quality of jobs in the U.S. economy.

The **International Security and Commerce Program (ISC)** deals with the role of technology in national security, exploration and commercialization of space, and international technology transfer. The Program's work in national security focuses on assessment of the likely impacts of technological considerations on national security, including international stability, terrorism, diplomacy, alliance relations, arms control, deterrence, and defense. Assessment of issues related to the nation's defense industrial and technology base is an increasing part of ISC's work. The Program's work on space involves a broad range of issues, such as space transportation, international cooperation and competition in civilian space activities, and other areas in which technological progress, civilian exploration, commercial uses of space, and national security must all be reconciled.

The **Science, Education, and Transportation Program (SET)** includes efforts focusing on the Federal government's in national transportation systems and policy; it includes a variety of efforts related to the Federal Government's role in maintaining the health of the U.S. scientific enterprise, especially allocation and decision methods available to the Congress to support and manage research and development; and, finally, the Program activities include a strong focus on the role of technology in enhancing learning in schools as well as in non-school educational systems.

The **Telecommunications and Computing Technology Program (TCT)** is concerned primarily with the changing role of telecommunications and computing technologies in the nation's industry, commerce, and government. The core responsibilities of the Program require monitoring the research and development of new information technologies and assessing the state of the art in these areas as well as the pace and direction of basic research and development. The Program also studies telecommunications regulation, information policy, and applications of information technology in the public sector.

10.4 Accomplishments of the Industry, Commerce, and International Security Division

In FY 1993, the Industry, Commerce, and International Security Division published 17 assessment reports:

- Industrial Energy Efficiency
- Access to Over-the Road Buses for Persons with Disabilities
- Defense Conversion: Redirecting R&D
- The 1992 World Administrative Radio Conference: Technology and Policy Implications
- Energy Efficiency Technologies for Central and Eastern Europe
- Who Goes There: Friend or Foe?
- Adult Literacy and New Technologies: Tools for a Lifetime
- The Future of Remote Sensing from Space: Civilian Satellite Systems and Applications
- Aging Nuclear Power Plants: Managing Plant Life and Decommissioning
- Proliferation of Weapons of Mass Destruction: Assessing the Risks
- Multinationals and the National Interest: Playing by Different Rules
- U.S. Telecommunications Services in European Markets
- Making Government Work: Electronic Delivery of Federal Services
- Protecting Privacy in Computerized Medical Information
- Energy Efficiency: Challenges and Opportunities for Electric Utilities
- Contributions of DoE Weapons Labs and NIST to Semiconductor Technology
- Pulling Together for Productivity: A Union-Management Initiative at US West, Inc.

The Division also published 10 background papers:

- U.S. Banks and International Telecommunications
- Data Format Standards for Civilian Remote Sensing Satellites
- Advanced Network Technology
- Development Assistance, Export Promotion, and Environmental Technology
- Accessibility and Integrity of Networked Information Collections
- Chemical Weapons Convention: Effects on the U.S. Chemical Industry
- Aircraft Evacuation Testing: Research and Technology Issues
- Potential Environmental Impacts of Bioenergy Crop Production
- Information Systems Related to Technology Transfer: A Report on Federal Technology Transfer in the United States
- Biopolymers: Making Materials Nature's Way

In addition, the Division testified 15 times.

Listed below are several examples of direct legislative use of the Division's work:

Energy and Materials

1. The project staff of the assessment *Green Products by Design: Choices for a Cleaner Environment* consulted extensively with staff of the House Science, Space, and Technology Committee in the preparation of legislation introduced in the 103d Congress to promote environmental technology research and development and exports. OTA staff also were consulted by the House Committee

on Energy and Commerce Subcommittee on Transportation and Hazardous Materials concerning toxic use reduction and reauthorization of the Resource Conservation and Recovery Act.

2. The OTA report, *Energy Efficiency Technologies for Central and Eastern Europe*, was released in July 1993, just before the Senate consideration of the bill on financial and technical assistance to the former Soviet Union. Senate staffers reported that it was useful background material for the portions of the bill dealing with energy matters.

3. The report, *Industrial Energy Efficiency*, was released in April 1993 at a hearing before the Subcommittee on Renewable Energy, Energy Efficiency, and Competitiveness of the Senate Committee on Energy and Natural Resources. The hearing focused on the potential for enhancing U.S. industrial competitiveness through energy efficiency and waste minimization technologies.

4. Based on the findings of the report *Energy Efficiency in the Federal Government: Government by Good Example?*, OTA interacted extensively with the Senate Committee on Governmental Affairs and staff of the House Energy and Commerce Subcommittee on Energy and Power in development of the Federal energy efficiency provisions of Public Law 102-486, the Energy Policy Act of 1992 (specifically, Title 1-Energy Efficiency, Subtitle F-Federal Agency Energy Management).

5. Many of the findings and options of OTA's report, *U.S. Oil Import Vulnerability: The Technical Replacement Capability*, were adopted in the Energy Policy Act of 1992. The Act contains extensive provisions for alternative vehicle fuels, alternative feedstocks, and improved energy efficiency. One option formed the basis of S. 1018 introduced by Sen. Bingaman and referred to Senate Energy and Natural Resources Committee to establish national energy policy goals. S. 1018 was incorporated into the Energy Policy Act of 1992 (EPACT). During legislative consideration of EPACT in the 102d Congress, the report was cited by House and Senate committees and in floor statements.

6. OTA's report, *Building Energy Efficiency* and the earlier report, *Energy Efficiency in the Federal Government: Government by Good Example?*, were used by the staff of the Subcommittee on the Environment, House Committee on Science, Space, and Technology, to assist them in preparation of comprehensive energy R&D legislation that became the R&D titles in the Energy Policy Act of 1992. Committee staff have reported that the building energy efficiency report was used during negotiations by House and Senate conferees.

7. OTA's report, *Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition*, was also cited extensively in the early legislative discussions and hearings in the House Energy and Commerce Subcommittee on Energy and Power affecting the regulation of electric utilities.

8. OTA staff were consulted by several House and Senate staff regarding legislative proposals aimed at removal of older cars from the U.S. fleet as a result of the report *Retiring Old Cars: Programs to Save Gasoline and Reduce Emissions*.

9. During the course of the OTA assessment *Renewable Energy Technology Research Development, and Commercial Prospects*, OTA project staff were consulted by congressional committee staff in connection with hearings, and draft legislation on renewable energy issues. For example, OTA provided background information on hydrogen energy systems to minority staff of the House Committee on Science, Space and Technology, Subcommittee on Energy, for use in drafting H.R. 1479, the Hydrogen Future Act of 1993.

10. During preparation of the OTA background paper, *The Environmental Impacts of Bioenergy Crop Production*, OTA project staff assisted the staff of the House Committee on Energy and Commerce, Subcommittee on Energy and Power with suggestions for potential witnesses, issues, questions and background materials for hearings on the potential role of biomass energy systems to sequester carbon or offset fossil energy carbon emissions to reduce the greenhouse effect.

11. Building on the findings of OTA work on the biological effects of electromagnetic fields completed in the course of the assessment, *Electric Power Wheeling and Dealing: Technological Considerations for Increasing Competition*, and the background paper, *Biological Effects of Electromagnetic Fields*, throughout the 102d Congress OTA staff were consulted by staff of the House Committee on Science, Space, and Technology as they drafted legislation on federal research efforts on biological effects of electric and magnetic fields (EMF) and on the appropriate level, scope, and structure of federal research efforts.

Industry, Technology, and Employment

1. Legislation from both the House and the Senate—HR. 1432 and S. 473—reflect policy options from *Defense Conversion: Redirecting R&D* dealing with modifying the initiation and management of CRADAs (cooperative research and development agreements). Further options from this assessment, addressing CRADA management and reorganization of the DoE weapons labs, were incorporated into the defense authorization bills. Specific language in the bills can be traced to the report and to staff briefings of the House Armed Services Committee, the House Science, Space and Technology Committee, and the Senate Energy Committee.

2. *After the Cold War: Living with Lower Defense Spending* was relied upon heavily in the Defense Authorization and Defense Appropriations Acts for Fiscal Years 1993 and 1994. The FY 1993 Acts included extensive provision and funding for defense conversion programs, implicitly adopting definitions and structures proposed in the report.

Congress passed the Defense Authorization and Defense Appropriations Acts for Fiscal Year 1993, which included extensive provision and funding for defense conversion programs. The bills implicitly adopted the broad definition of defense conversion presented in *After the Cold War*, which emphasized investing in technological advance and economic growth at the community, regional and national levels, rather than focusing efforts on plant-level conversion. The bills also adopted the framework for conversion programs proposed in *After the Cold War*, which included programs for transition assistance for workers and communities for the short term, and longer term programs for technology diffusion and government-industry partnerships for development of commercial technologies.

3. In preparing the FY 1994 legislative package for defense conversion, the Senate Democratic Defense Conversion Task Force asked OTA to coordinate a series of three briefings, bringing in outside speakers and conducting workshops to identify major issues. The workshops addressed base property disposal, environmental assessment and cleanup at bases, and federal community development assistance. The workshops, and a detailed memo based on them and on *After the Cold War* prepared by OTA, led Senators Pryor and Bingaman to praise OTA and its staff (by name) when they introduced the Report of the Task Force on Defense Reinvestment as "instrumental in helping the task force develop these recommendations" and providing "invaluable assistance in preparing these recommendations."

4. Based on OTA's work with the Senate Democratic Defense Conversion Task Force (see #3), Senator Pryor submitted an amendment (cosponsored by a number of other Senators) to the FY 1994 DoD Authorization bill dealing with federal policies for easing adjustment to base closures and defense industry closures. Virtually all the components of the amendment stemmed from *After the Cold War* and OTA's work with the Task Force. The provisions included: expedited interim leasing of bases, expedited environmental cleanup, moratoria on removal of certain types of base property, greater participation of affected communities in DoD policy making, and policy allowing DoD to sell bases at less than full market value.

5. Based on *After the Cold War*, OTA provided Congressman Wise, Chairman of the Subcommittee on Economic Development of the Public Works Committee, with information and guidance for a directory of economic development programs for defense conversion that the Committee intends to publish as a Committee document. OTA also wrote a short memo discussing problems communities are likely to face when dealing with defense cutbacks, particularly base closures, as background for, or as inclusion into, the Committee's report.

6. *Trade and Environment: Conflicts and Opportunities* was deemed the major centrist piece on the topic by a representative of the International Trade Commission. Groups as diverse as the Center for International Environmental Law, the Council on Foreign Relations, the National Science Foundation, the National Security Council, and the State Department Transition Team have used this background paper as core material for their meetings and work. EPA managers have also relied on the information in the report, as have officials in the states. The Office of the U.S. Trade Representative routinely recommends this report to callers who want to understand trade and environment issues.

7. *Trade and Environment* and the second background paper on international industrial competitiveness and the environment, *Development Assistance, Export Promotion, and Environmental Technology*, combined with briefings on ongoing work, provided information and ideas for congressional committees working on S. 1074, a bill to promote U.S. environmental exports, and S. 978, the National Environmental Technology Act of 1993. For example, OTA work helped the committees working on S. 1074 in defining the role of proposed regional environmental export centers.

8. Vice President Al Gore, in *From Red Tape to Results: Creating a Government that Works Better & Costs Less* (Report of the National Performance Review, September 7, 1993) quoted from *After the Cold War* in his comments on Job Training Partnership Act:

"When Congress enacted JTPA, it sought to avoid such problems. It let local areas tailor their training programs to local needs. But Federal rules and regulations have gradually undermined the good intentions. Title III, known as the Economic Dislocation and Worker Adjustment Assistance Act (EDWAA), helps states respond immediately to plant closings and large layoffs. Yet even EDWAA's most flexible money, the 'national reserve fund,' has become so tangled in red tape that many states won't use it. As Congress's Office of Technology Assessment put it, 'the process is simply too obstacle ridden. ... many state EDWAA managers cannot handle the complexities of the grant application, and those that do know how are too busy responding to clients' urgent needs to write demanding, detailed grant proposals.'"

9. *U.S.-Mexico Trade: Pulling Together or Pulling Apart?* has become a primary source of comparisons on production costs in the two countries, notably for the automobile industry. The report's cost estimates have been extensively cited by Members of Congress, by the Administration, and in the press. The report is considered a primary resource by the Economic Policy Council (EPC) of the United Nations Association of the USA, co-chaired by Paul Allair, Chairman and CEO of Xerox, and Jack Sheinkman, President of the Amalgamated Clothing and Textile Workers. Many direct quotations and discussions based on the Mexico report have been included in Member statements, in position papers and testimony by advocacy groups (both pro-NAFTA and anti-NAFTA, and in the press. As a result, it seems fair to say that the analysis in *U.S.-Mexico Trade* helped shape the public debate on NAFTA, particularly through its focus on the need to prepare the U.S. work force for future competition. The report also influenced the U.S. negotiating position on the side agreements, which the three governments began to discuss shortly after the report was issued.

10. In drafting amendments to S.4 designed to improve State and Federal industrial extension services, the Senate Commerce Committee drew on findings from OTA's *Worker Training* and *U.S.-Mexico Trade* reports. Currently State and Federal industrial extension services focus primarily on hardware, and give little attention to how work is organized and workers are trained to use the new technology. The amendments to S.4 incorporate into the bill a major theme of *Worker Training* by specifying that industrial extension services explicitly address the organization of work.

11. In the 1993 Energy Policy Act (Sec. 2108) Congress directed DoE to prepare and submit to it a study that identifies technologies that significantly reduce waste and energy usage. Based on *Serious Waste Reduction* and on files and contacts for the ongoing assessment of American Industry and the Environment, OTA assisted DoE to scope the issues and technological opportunities.

12. Senator Moynihan, as Chairman of the Senate Finance Committee, wrote the Chairman of the International Trade Commission requesting the Commission to collect and analyze information on the competitiveness of U.S. industries producing environmental goods and services. In establishing the rationale for the request, Senator Moynihan wrote: "Recent reports prepared by the Office of Technology Assessment at the request of the Committee have highlighted the emerging market opportunities for U.S. exporters of [environmental technology] goods and services. The OTA reports have also underscored the need for better data about the extent to which U.S. competitors are involved in export promotion of their environmental goods and services." The reports referred to are *Trade and the Environment: Conflicts and Opportunities* and *Development Assistance, Export Promotion and Environmental Technology*.

13. OTA participated on a review panel of DoD's Office of Economic Adjustment state planning grant program to review over 20 state proposals for defense conversion funds. The state program was created by Congress in the FY 1993 DoD Authorization Bill, in part in response to policy option in *After the Cold War* discussing the need for states to do more in the area of conversion and to be more proactive in acting before layoffs occurred.

14. The OTA Background Papers *Development Assistance, Export Promotion, and Environmental Technology* and *Trade and Environment: Conflicts and Opportunities* played a role in shaping President Clinton's export policy, and was helpful to the Trade Promotion Coordinating Committee (TPCC) in preparing its report to Congress. TPCC is an interagency advisory group, and its members say the two OTA background papers were extremely useful to their work. President Clinton asked the Commerce Department to direct another interagency group to formulate an environmental export and environmental technology strategy; members of this body have used and praised the

OTA background paper; they also met with OTA to seek input. The background papers were also used by Eximbank, AID, the Commerce Department, and the U.S.-Asia Environmental Partnership. The Environmental Business Council of the United States and the Environmental Technology Export Council, two major environmental industry associations, have used the OTA reports in their work; the president of one of the organizations cited *Development Assistance* as required reading in the field.

International Security and Commerce

1. On June 16, 1993, OTA staff briefed staff of the Senate Committee on Governmental Affairs on the contents of *Proliferation of Weapons of Mass Destruction: Assessing the Risks*, the first report of the current nonproliferation study. Particular attention was paid aspects touching upon two bills submitted by Senator Glenn and Representative Lantos on nuclear nonproliferation topics and may contribute to actions during markup of the Omnibus Nuclear Proliferation Control Act of 1993, and the Nuclear Export Reorganization Act, both offered by Senator Glenn. The definition of "nuclear explosive device" in the prospective legislation was changed to avoid capturing things such as nuclear reactors that are clearly not bombs.
2. OTA staff testified before the House Committee on Science, Space, and Technology on remote sensing on May 6, 1993, connected with the release of the OTA report, *The Future of Remote Sensing from Space: Civilian Satellite Systems and Applications*. The testimony was used as input to the drafting of H.R. 2200, which cited the OTA report. This study agreed that NASA's Earth Observing Program should include more observations from small satellites and from unpiloted air vehicles.
3. OTA staff testified before the Senate Subcommittee on Defense Technology, Acquisition, and Industrial Base of the Committee on Armed Services in May 1993 on acquisition and the defense industrial base. This testimony affected the drafting of the Defense Authorization Act of 1994.
4. On April 22, 1993, OTA staff briefed House Science, Space, and Technology Committee members and staff about OTA's report on the space station. This information was used as input in committee deliberations on H.R. 2200.
5. Also in September, OTA released its report, *The Future of Remote Sensing from Space: Civilian Satellite Systems and Applications*, at a briefing in the hearing room of the House Space Subcommittee, attended by staffers from several committees. The report language of H.R. 2200 includes reference to OTA's option in its study, which support the acquisition of data from unpiloted aircraft and other inexpensive means of data acquisition.
6. Testimony related to OTA's report, *Cooperative Aerial Surveillance in International Agreements*, was cited by Senator Pell in his speech recommending ratification of the Open Skies Treaty, which was accomplished on August 6, 1993.
7. In October 1992, OTA staff submitted a statement for the record to the Subcommittee on Technology and Competitiveness of the House Committee on Science, Space, and Technology, which substantially affected the final language of the National Aeronautical Research and Competitiveness Act.
8. On January 15, 1993, OTA staff briefed eighty officials from the Executive Branch (including such agencies as the Departments of Commerce, Defense, Treasury, and Labor) on issues related to the defense technology and industrial base. The briefing was founded on the OTA study on the

topic, *Building Future Security: Strategies for Restructuring the Defense Technology and Industrial Base*, and affected Defense Department actions in implementing relevant provisions in the Defense Authorization Act of 1993.

9. OTA staff briefed defense technology and industrial base issues to the Army Science Board Study Group on March 3, 1993. This briefing affected Defense Department policies on acquisition issues.

10. On January 21, 1993, OTA staff discussed shipbuilding strategies by the U.S. Navy with Representative Taylor and staff of the House Armed Services Committee staff. This affected the language of the Defense Authorization Act of 1994 regarding the National Shipbuilding Initiative.

11. OTA staff briefed staff of the House Science, Space, and Technology Committee on its background paper on orbital debris. OTA's work was eventually used in the drafting language for the committee's authorizing legislation (H.R. 2200) to require a report from the Administration on its progress in developing an international plan to reduce production of new orbital debris.

12. On May 26, 1993, and August 3, 1993, OTA staff met with Senator Dodd's staff on the possibility of demilitarizing Soviet submarines, using money from the Nunn-Lugar Amendment, and performing the work in the United States. Probably as a result of these discussions, the idea was abandoned.

13. Also in September, OTA released *Proliferation of Weapons of Mass Destruction: Assessing the Risks* at a press conference held by Senators Pell and Glenn. The report will affect outcomes of the Omnibus Nuclear Proliferation Control Act of 1993, the Nuclear Export Reorganization Act of 1993, the forthcoming revision of the Export Administration Act, and the ratification vote for the Chemical Weapons Convention.

Science, Education, and Transportation

1. OTA staff briefed Senator Harkin's staff about R&D support for accessibility technologies on over-the-road buses, as a preliminary to congressional rethinking of issues surrounding over-the-road bus service to rural areas.

2. *Testing in American Schools* changed the debate in Congress over educational standards and shifted the focus from mandatory to voluntary standards and assessments.

3. OTA education staff provided direct support and briefings for members working on legislation to provide greater access by schools to computer and telecommunications technology.

4. In H.R. 89, the Technology Education and Assistance Act of 1993, the legislative language draws extensively on both *Power On!* and *Linking for Learning*.

Telecommunication and Computing Technologies

1. OTA's 1988 report *Informing the Nation* was used in the debate leading up to enactment of the Government Printing Office Electronic Information Access Act of 1993, Public Law 103-40.

2. OTA's 1988 report *Informing the Nation* and 1990 report *Helping America Compete* were used as background by the Administration in preparing the National Performance Review and National Information Infrastructure reports and the revised OMB Circular A-130, Management of Federal Information Resources.

3. OTA's 1991 report *Automated Record Checks of Firearm Purchasers* was used by the congressional leadership in formulating legislative proposals for consideration by the 103rd Congress.
4. OTA's 1991 report *The FBI's Automated Fingerprint Identification Program* was used by the FBI and the Department of Justice in implementation of the automation program.
5. OTA's ongoing study of the Social Security Administration automation program was used by the SSA in developing strategic planning, electronic delivery, and reengineering initiatives.
6. S.4, calls upon NIST to respond to OTA's report Global Standards.

10.5 Changes in Prior Plans for FY 1993 for the Industry, Commerce, and International Security Division

During Fiscal Year 1993, the Industry, Commerce, and International Security Division essentially accomplished its goals, with approved modifications and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

10.6 FY 1994 and FY 1995 Priorities for the Industry, Commerce, and International Security Division

A Division's work is determined by the expressed needs of congressional committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and congressional committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Industry, Commerce, and International Security Division may be asked to undertake in Fiscal Years 1994 and 1995. Because OTA works hard to be responsive to changing Congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Energy and Materials

Energy Research and Development: Meeting the Nation's Needs

The U.S. Department of Energy spends about \$5 billion annually on its energy program research and development activities. Given the diverse nature of DoE's energy R&D portfolio and of the nation's energy needs, it is a difficult task for Congress to determine which projects represent a high priority use of Federal funds. Often, the relationship between DoE's R&D activity and commercial energy needs is unclear. For example, while a rapidly changing external environment has increasingly focused the nation's energy efforts on improving energy efficiency, efficiency accounts for under 5% of the energy R&D spending in DoE's program. Similarly, while coal provides over half of the nation's electricity supply, less than 3% of DoE's energy program R&D

targets improved coal technologies. This project will examine the basis for present R&D funds allocation, evaluate alternative approaches for Congress and DoE to allocate energy R&D funds, and provide options for allocating energy R&D funds so as to help meet the nation's mid- and long-term energy needs in an economic, secure, and environmentally sound manner.

Materials Flow in a Sustainable Society

Making the transition from the consumer society of today to a more sustainable society in the future will require management of net flows of materials through the economy. Policies to achieve this are now being debated in Congress and around the world, and include specifying recycling rates for discarded materials and making manufacturers responsible for their products at the end of their useful lives. These policies have significant implications for U.S. industry at every stage of the materials life cycle, from extraction of raw materials to the management of solid waste. For example, domestic producers of virgin materials such as steel, glass, and paper are likely to face reduced demand as more materials are recycled. Recycling and waste reduction would in turn create new business opportunities and technical challenges. This study would examine the implications of such policies for materials suppliers, manufacturers, consumers, and waste management providers, and identify options Congress may wish to consider in the reauthorization of the Resource Conservation and Recovery Act or enactment of new legislation.

Implementation of Energy Efficient Alternatives to Private Vehicles

Over two-thirds of U.S. oil use is for transportation and the bulk of that is used for moving people in private automobiles and light trucks. Recently enacted laws (Clean Air Act Amendments of 1990 and Intermodal Surface Transportation Efficiency Act of 1991) promote more energy efficient alternatives to traditional private vehicles, including mass transit, demand management, and alternative fueled vehicles. Yet many technical, institutional, and other issues remain which may slow implementation of these options. Building on the work done by OTA on transportation efficiency, this study would consider longer-term demographic and structural economic issues and their effects on transportation demand and technologies. The study would also go farther than past analyses in evaluating implementation of specific options, notably transit (which has a mixed historical record of cost-effectiveness) and demand management (which lacks empirical evidence of effectiveness).

Plutonium as Fuel for Commercial Power Reactors

It is likely that some of the plutonium from dismantled nuclear weapons in the U.S. and Russia will no longer be needed to support nuclear weapon stockpile requirements. Alternatives for disposition of weapons plutonium include long-term storage, disposal as waste, and conversion for use in commercial power reactors. While the use of weapons surplus plutonium in the U.S. is unlikely in the near term because of economic, regulatory and public acceptance factors, such use may be considered in other nations, thus raising proliferation issues of concern to Congress. This study would build on the work done in the OTA report "Dismantling the Bomb and Managing the Nuclear Materials" and examine the prospects for using surplus plutonium from weapons materials in commercial power reactors outside the U.S. Technologies and facilities in France, Japan, Germany, as well as R&D being conducted in the U.S., would be examined for applicability to

commercial reactor use of weapons plutonium. The study would focus on the technical, institutional, and economic issues associated with the use of plutonium as fuel for commercial power reactors, with particular emphasis on proliferation concerns.

Multiple Resource Management of Federal Lands and Resources

More than one-third of the Nation's land and even more of its mineral wealth are publicly owned. Under Federal land management laws, many Federal lands are to be administered under principles of multiple use; for example, balancing resource development with recreation, protection of wildlife and habitat, and watershed preservation. Recurring issues of congressional interest include the efficacy of measures designed to assure resource protection and restoration, and whether the public receives a fair return for development of its resources. This study would look at the adequacy and effectiveness of natural resource land management and planning requirements, and how they are implemented by Federal land managers. It would aid congressional committees in their ongoing consideration of reforms to the General Mining Law of 1872 and authorization for the Bureau of Land Management.

Energy Use and Urban Infrastructure

The urban form strongly influences many urban issues such as energy use, pollution, and infrastructure requirements. A variety of modern technical systems, including energy distribution, transportation, and communication networks converge in cities. Federal policies play an important role in funding and shaping both form and technical systems, both through direct payments (such as grants and subsidies) and indirectly through taxes. An OTA study could address the impact of urban form and urban technologies on energy use and on related urban infrastructure issues.

Industry, Technology, and Employment

Technology Policy

Technology policy in the United States rests on a foundation laid five decades ago. It served us well when the United States was by far the dominant power in international competition. Now, however, it is clear that technology policies that improve not only research and development but technology diffusion, adaption and physical and human infrastructures have been more effective in many ways than ours.

ITE work has addressed this question before, but never head-on. This assessment would examine how we might change the foundations, principles and practice of technology policy in the United States to serve future needs. The assessment would entail some examination of what kind of nation the United States thinks it is, and wants to be. Significant fractions of the population do not meet minimum standards of literacy, and many business sectors have trouble coping with 20th century technologies, not to mention those of the 21st century. How can we use technology policy to deal with not only the Silicon Valleys, but the Monongahela Valleys, or is technology policy even an appropriate vehicle? Improvements in the practice and delivery of education and medicine could have profound impacts on standards of living and (though indirectly) on competitiveness. Yet educational technology and medical technology have never been accepted as orbiting the same sun as technology policy.

Technology, Job Mobility, and Adjustment Policies

New technologies are not only increasing productivity in both manufacturing and services, but changing the nature of tasks and jobs. Increased productivity leads not only to higher living standards overall, but to lost jobs and job opportunities. In the light of increased global competition in most manufacturing sectors, and intensifying competition domestically in such service sectors as telecommunications, firms have little choice but to apply new technologies and new forms of work organization to raise productivity and lower their costs of doing business. But there is no guarantee that the new business a firm generates by lowering costs and improving its products and services will enable it to avoid laying off workers. None of this is new. What is new is the increasingly pervasive nature of job dislocation, which now affects white and blue collar worker alike, and the highly educated as well as the uneducated. In the past, causes of dislocation could be thought of as episodic: the decline of the Rust Belt, the end of the Cold War, a recession, NAFTA. In the future, few people will be immune over a lifetime of work from periods of dislocation and/or reeducation for a transmuted job.

Drawing on past and ongoing ITE work, this assessment will test the hypothesis presented above of endemic dislocation for both manufacturing and service sectors. The assessment will explore policies to mitigate the level and types of dislocation that can be expected, including government and industry policies for education and training, portable pensions, alternate lengths of the work-week, internal labor buffers and job creation (including community service jobs.) Technology's potential role in creating a more flexible workforce would be explored—e.g., training/retraining technologies, information technologies for job search, and telecommuting as an alternative to relocation.

Technology Transfer to the United States

Some countries, such as Japan and South Korea, have pursued explicit strategies to encourage the acquisition, diffusion and improvement of technology developed abroad. These activities have contributed greatly to their economic growth. The evidence suggests that far more technology flows out of the United States than enters our country from abroad. In recent years the U.S. Government has introduced several programs to encourage study abroad and awareness of science and technology developed outside the United States. However, these programs are limited in size, scope and influence. Consequently, technology transfer into the United States is driven largely by the interests of individual firms, which may not be comprehensive enough to ensure strong technical capability across industries and their supplier bases.

This assessment will describe the mechanisms by which technology flows into and out of the United States, and will attempt to measure the flows. The assessment will examine both public and private sector technology acquisition in the U.S., the EC and Japan, and will assess the effectiveness of existing programs being conducted by the U.S. government, academia and the private sector. It will examine how the U.S. government might develop and implement a strategy and policies to ensure the rapid acquisition and diffusion of technology from abroad into the economy of the United States.

Technology and Trade with Developing Economies

With the recent decline of traditional forms of development assistance, many lesser-developed nations may find themselves falling further behind the developed economies. Advances in flexible

automation and new product design, by reducing the direct labor content in manufactured goods, reduce the competitive advantage of low-cost labor and make these countries less attractive to investment by multinational corporations (MNCs). In order to improve their prospects for industrialization, these nations will have to develop the workforce and organizational skills necessary to operate advanced production systems that will enable them to manufacture world-class products. Because development requires exporting, the U.S. market will continue to be a target for goods from developing countries, even as development opens up new and expanding markets for U.S. producers. As the NAFTA debate illustrates, the consequences include continuing protectionist pressures and recognized needs for adjustment policies for U.S. workers.

Congress is currently considering new foreign aid policies that reflect changes in the global political and economic environment. This assessment would build upon ITE's past work *U.S.-Mexico Trade: Pulling Together Or Pulling Apart?* by exploring policies to encourage productive investment by MNCs and by local sources, create human capital and institutional capabilities for technology development, and deliver turnkey packages of affordable education, transportation, health, and environmental protection amenities.

Cleaner Manufacturing Technologies and U.S. Manufacturing Competitiveness

This assessment will build on the recently completed assessment *Industry, Technology and the Environment: Competitive Challenges and Business Opportunities* to analyze in depth the effects of cleaner and more energy efficient technologies on U.S. competitiveness. The assessment will examine the extent to which new process technologies that are more energy efficient and/or environmentally beneficial such as powder coating paints, direct steel making, no clean soldering and dry process vacuum coatings can lower costs or improve quality. In addition, it will examine how the relationship between the practices related to cleaner technology, such as workforce participation and training, focus on reduced defects and better maintenance, and continuous improvement of the production process affect firm competitiveness. The assessment will analyze the extent to which demands for cleaner technologies speed up overall industry modernization.

The assessment will analyze the degree to which U.S. firms have adopted leading edge cleaner technologies, particularly as they compare to U.S. industry leaders and foreign firms. The assessment will identify barriers to faster adoption, and will examine the effectiveness of both U.S. and foreign government policies to develop and diffuse clean and energy efficient manufacturing process technologies.

Industrial Cooperation and Economic Competitiveness

Technological innovation increasingly relies on tacit and explicit cooperation, not only between industry and government but also between competing firms in the same industry. This project will assess various forms of cooperation and seek to understand the implications of cooperative strategies on innovation and the competitive strength of national economies. In terms of interfirm cooperation, there is apparently a strong geographical element to innovation, as evident in the concentration of high technology industries in regions such as Silicon Valley, Route 28, and Triangle Park. At the same time, the generation and diffusion of knowledge has become increasingly borderless as competing firms collaborate to develop, produce, and market key technologies on a global scale. What forms of cooperation are becoming more or less relevant to the US and other industrial economies?

This assessment will compare industries that exhibit different types of cooperation. For example, the tension between regional economies and international market pressures in the semiconductor industry could be compared to patterns of cooperation and innovation in other industries, such as biotechnology and various types of advanced communications technologies. A similar cross-sectoral approach will be taken to understand the implications of different forms of cooperation between industry and government, in the U.S. and in our major competitors, such as government-sponsored R&D consortia.

International Security and Commerce

International Cooperation and Competition in Space

The space programs throughout the world are under severe financial stress, which has led to renewed cries for vastly increased international cooperation. However, in the United States, interest in enhanced international cooperation is mixed with concern over the U.S. ability to compete in the global marketplace. This project will summarize developments worldwide and weigh the prospects for cooperation and the dilemmas of competition. For example, while it may be in this Nation's interest to maintain its historic lead in human space flight, it might make equal or better sense to develop an international plan for space exploration that clearly outlines the roles for all space-faring nations. For example, the United States might provide the basic manned vehicles, while ESA and Japan supply orbital and colonial habitats and the Soviets, France, and China handle surplus (unmanned) payload launches.

The project would focus especially on prospects for cooperating with the Russians. The Clinton Administration has decided to embark on cooperative efforts on a space station in order to provide an avenue for giving Russia aid and to generate closer political ties with the country. This assessment would analyze the Clinton proposal in light of the cooperative program already under way with Canada, Europe, and Japan. Among other things, it would examine the concept of closer cooperation with Russia in space, and how such cooperation is likely to affect relations with our other partners. It would look beyond the space station to cooperative ventures in remote sensing and in space transportation.

Finally, the assessment would examine the competitive position of the United States vis-a-vis other nations and suggest options for improving our cooperative arrangements while improving or maintaining our competitive position.

Multilateral Monitoring and Verification

Multinational approaches to verifying compliance with treaties limiting nuclear, chemical, and other weapons are becoming increasingly important as arms control moves away from the narrow bilateral focus of the Cold War era. Recent examples of multilateral agreements include the CFE Treaty and the Chemical Weapons Convention; even the START treaty originally negotiated by Washington and Moscow has been multilateralized with the breakup of the Soviet Union. An uncharted regime for verification, but one likely to grow in importance, is verification of international environmental treaties. Historical precedents for multilateral monitoring and verification activities include the post-war Western European Union created to monitor German disarmament, the International Atomic Energy Agency (IAEA), and the United Nations Special Commission on Iraq (UNSCOM).

Possible future arrangements for multilateral monitoring and verification cover a variety of options, ranging from a primarily national to a fully internationalized approach. The list includes (1) sharing or exchange of national monitoring data with other countries; (2) coordination of national monitoring activities; (3) multilateral monitoring regimes under the auspices of a regional security organization; and (4) a centralized UN verification agency that would monitor several multinational treaties and might be equipped with its own satellites and other monitoring systems.

The proposed OTA study would assess the benefits and costs to the United States — political, military, and economic—of these various forms of multilateral verification. Specifically, the study might analyze the following issues: pros and cons of sharing verification tasks with other countries; reliance on national vs. multinational monitoring assets (e.g., satellites and surveillance aircraft); arrangements for multilateral surveillance and data-sharing; multilateral data interpretation and verification analysis; new technologies and procedures needed to monitor environmental treaties; dealing with problems of illegal intelligence collection in attempts at concealment, camouflage, and deception; and implications of multilateral verification for U.S. and international security.

Multilateral Peacekeeping and the U.S. Military

U.S. involvement in Somalia, and the debate over the lack of U.S. involvement in Bosnia, are the most immediate reminders of what may become a major new mission for the U.S. military: participation in international peacekeeping or peace-making operations. The explosive growth in UN peacekeeping operations around the world in recent years, together with the even more rapid growth of regional conflicts that are now underway without any attempts at international peacekeeping, point to the importance of this topic.

An OTA study of peacekeeping/peace-making would point out what changes would be required to U.S. military forces, materiel, and doctrine, as well as in the structure and operation of the United Nations (particularly its command structure for peacekeeping operations), in order for the United States to take a more effective role in such operations. It would draw the distinction between peacekeeping and peace-making, and between unilateral and multilateral operations; it would also address requirements for intelligence support and intelligence sharing.

Theater Missile Defense

The redirection of SDIO to BMDO has left missile defense a major part of defense R&D, but now oriented towards land-based, tactical ballistic missile defense. Many nations other than the five official nuclear powers have short- to intermediate range ballistic missiles (up to 2500 km). In some cases, this capability is coupled with a nuclear weapon program. The combination of missile with nuclear (or, for that matter, biological) weapons would represent a serious threat to US interests overseas in terms of regional security, threats to US allies, and, possibly, to US troops or UN peacekeeping troops deployed overseas. Further, in the near- to mid-future, more nations may acquire short- to intermediate-range cruise missiles (some, like Iran, have apparently already purchased them), which pose a different mode of threat to the US and its interests.

One means of counterproliferation is to pre-emptively strike the adversary's nuclear capability, eliminating it. Unfortunately, it may not always be possible to do so. Another means which must be explored is to provide defenses against an incipient missile-delivered nuclear weapon threat, ballistic or cruise. The problem may or may not be susceptible to solution. In the recent past, strong political feelings were attached to ballistic missile defense; fortunately, such passions have waned.

Further, little work appears to have been done in the area of cruise missile defenses. A dispassionate look at the technical aspects of the issue would now be politically practical and, moreover, extremely useful to the future development of US military R&D policy. It is relevant that BMDO work still represents a large fraction of DoD R&D.

The report would examine technologies that may be appropriate for defense against short- or intermediate-range ballistic missiles and cruise missiles. These technologies would include space-based interceptors, ground-based endo- and exo-atmospheric interceptors, and directed energy. Estimates would be provided of the likely dates for and costs of deployment of weapons based on the above technologies. Further, the robustness of each system against plausible countermeasures would be analyzed. On a policy level, the report would analyze the stabilizing or destabilizing nature of such systems and alternative options against the threat, such as pre-emption, embargoes, or other organized international sanctions against an offender.

The Future Structure of U.S. General Purpose Forces

With the collapse of the Warsaw Pact, the Nation's security environment has undergone a revolutionary change. The world is a less threatening place for the United States but the potential military challenges that remain are less predictable and more diffuse. The size and character of Soviet military power has affected virtually every U.S. force planning decision since the end of the Second World War. With the decline of the Soviet threat, the structure of U.S. forces overall and the optimal performance of individual weapons need complete review. The changed security environment and domestic financial pressures will ensure that U.S. military forces will get smaller, but what their composition and strength ought to be is not yet clear.

This assessment will examine future potential military threats to the United States by region, the potential missions for U.S. forces, and the range of possible force structures and weapons technologies needed to fulfill those missions. Fiscal realities, existing military inventories, and lessons learned from the Persian Gulf War will inform the discussion, as will the Bottom-Up Review. Rather than limiting the discussion to each military Service's role and how it might change, the assessment will consider how military objectives on the ground, on and under the sea, and in the air can be best achieved. Land forces currently emphasize heavy armor designed for great tank battles in Central Europe but used effectively in the deserts of Iraq. The design of future land forces must compare the power of heavy armor forces and the importance of rapid deployment. Air forces were used to great success in the Gulf War, but are becoming increasingly costly. Future air forces in each of the Services will face a choice between a larger number of upgraded older aircraft and fewer, state-of-the-art aircraft. The United States will continue to be a maritime nation with the need to maintain access to the sea world-wide, but the naval forces arrayed against the United States have changed. While the Russians still have enormous capability, particularly in submarines, regional navies are becoming relatively more important. Thus, for example, the United States will need to increase efforts in shallow water anti-submarine warfare, perhaps using active instead of passive sonar. At the same time that the Nation's primary threats are changing, technology races ahead in many areas important to military capability. The performance of U.S. weapons in the Persian Gulf concentrated public attention on "high-tech" weapons although much of the technology is already a couple of decades old. Many of the weapons needed for future power projection missions will require information-intensive surveillance, target tracking, navigation, and communication made easier by on-going developments in technology. The military Services are adjusting to

this new security environment, but primarily on an ad hoc basis. Priorities have not been established on where limited resources should be concentrated. The defense technology and industrial base is growing weaker as it fights for fewer procurement dollars. This assessment will offer Congress a series of alternative futures and indicate the consequences of choosing among them.

Aerospace Industry Study

The aerospace industry is important to both defense and the economy. The industry ranked sixth in total shipments from a U.S. industry in 1991, fourteenth in employment, and was the Nation's leading exporter of manufactured goods (\$43 billion in 1991). It also accounted for 25% of the Nation's R&D expenditures. The sector produces weapons that have provided the United States a technological edge in both deterrence and war. The sector consumes a significant portion of the U.S. defense budget. The industry is faced with both a civilian and military recession in purchases. The United States is also being challenged in some sectors (commercial aircraft, space launch, etc.). There are questions about the ability of the country to maintain its lead in important sectors and to continue to develop and field advanced systems in the future.

Congress and the Executive Branch have shown an interest in the aerospace industry. There is interest among those in the defense committees and on other committees. There have been several studies of the aerospace industry. The Air Force is currently sponsoring a 3-year study focused on applying lean manufacturing concepts to the military aircraft industry.

The International Security and Commerce Program might conduct an assessment of the aerospace industry aimed at assisting Congress in considering future civilian and defense funding decisions, and legislation aimed at promoting the industrial sector. Issues include: R&D directions and funding, international cooperation, industry support, worker availability, military needs, global industry trends. The objectives of the assessment would be to (1) identify future global commercial market, defense needs, and global suppliers, (2) identify potential U.S. alternatives for meeting commercial and defense needs, (3) consider congressional alternatives to support U.S. initiatives. The assessment would include some force structure analysis, some commercial analysis, and some international assessments.

Science, Education, and Transportation

School to Work Transition

A major question facing Congress concerns the transition of youth from school to work. Most public investment in youth has been directed to those who are going to a 4-year college; yet, for those without a college education (about 75 percent of our youth), the prospects of finding a good job leading to a decent career have significantly declined in the past 20 years. The Administration is currently planning to submit a comprehensive piece of legislation on this topic. The OTA study would examine trends in labor market experience of youth and young adults in relation to changes occurring in the economy and policies of investment in the skill and social development of youth. The study will focus on four broad topics: 1) how the cognitive, technical, and social skills around which programs of education and training for non-college youth are organized could be broadened; 2) what the transformation of the economy from one that runs on machines to one that runs on information implies for the occupational preparation of non-college youth; 3) what incentives

should be created in the labor market to expand the quality of jobs available to youth and motivate them to acquire skills; and 4) what other youth development activities, such as community service programs, might be considered in a comprehensive policy on the transition from school to work.

Community Colleges in Today's Economy

Today, more students receive degrees from community colleges than from any other kind of institution of higher education. As community colleges play a greater role in expanding opportunities for both youth and older learners (especially immigrants, displaced workers, and those who come to community colleges needing to update their basic skills), OTA could look at the role of technology in providing expanded services in these educational programs. Should there be greater Federal support of these institutions as more is learned about their growing role in helping promote the advancement of individuals, communities, and the economy as a whole?

School Readiness and Technology

The first of the National Education Goals states: "By the year 2000, all children in America will start school ready to learn." Meeting this goal will mean expanding the number and quality of preschool programs as well as creating more developmentally appropriate programs, more comprehensive readiness assessment practices, and better coordination of preschool programs with social service agencies. Technology has a role to play in each of these areas, and could be the basis of an OTA study on this topic. The study could also look at the importance of nonschool-based learning and how technology can provide "readiness assistance" to youngsters in their homes.

Learning and Technology

The body of research on learning theory and cognition has expanded over the last decade, in part due to technology. Nonetheless, some question what direct impact this research has had on education. How well are the lessons and theories emerging from this research being adopted by curriculum designers, school boards, or teachers? Are new educational technologies designed so that they imbed the principles of learning theory? How can they play a part in the informal learning that goes on outside of schools? What is the Federal role in moving this research from the world of theory to that of design and adoption?

Transportation and the 1990 Clean Air Act Amendments

If States and localities do not comply with a series of planning and implementation deadlines contained in the 1990 legislation, EPA can stop dispersal of Federal highway funds. Further, all State transportation development must conform to implementation plans filed under the Clean Air Act. Many penalties or sanctions are expected by transportation planners, and the conformity requirement will substantially affect infrastructure and technological development in the sector. A study would help Congress to anticipate likely compliance problems, and consider strategies for improving transportation systems while meeting Clean Air goals.

Satellite-Based Information and the Transportation System

Rapidly developing technology allows vastly improved information on weather and can locate ships, planes, and surface vehicles accurately. How can this information be used to improve both transportation service and U.S. competitiveness? What types of regulatory or procurement strategies will be required to take advantage of these technologies? How will privately owned satellites

and data be utilized for the general welfare? If modern strategies are not identified quickly, opportunities to improve transportation safety and reliability, and to organize and manage locational information, may move into the hands of other countries.

Telecommunication and Computing Technologies

Communications Technology Convergence: Its Impact on Federal and State Regulatory Policy

Digital technology ushered in an era where voice, data, and video can all be transmitted by the same basic technologies. Thus telephone voice signal, television signals, radio broadcasts and computer information can all be sent over wire or over the airwaves in identical digital form. The impacts from the convergence of these technologies on the structure of the communications industries are already being seen. Telephone companies are venturing with cable TV firms, long distance carriers are linking with cellular telephone providers, cable TV companies are acquiring cellular telephone companies, etc. New technologies are opening new markets that are fast restructuring the communications industry in the post-divestiture, deregulated business atmosphere. The deployment of a national information infrastructure as proposed by the administration will further accelerate the rate of change. Non-regulated providers, such as the computer-based value-added networks, will be in competition with regulated industries such as the regional telephone companies to deliver the same kind of services. Distinctions within the communication industries that once made sense from a regulatory viewpoint, such as common carriers, broadcasters, etc. no longer have meaning as digital communication technologies make all function and perform the same. A deep, comprehensive, prospective look at the changes in technologies that are driving industry trends and the likely impact that these changes may have on the manner in which the government will have to regulate the communication industry of the future is needed if the Federal government and the States are to avoid being caught flat-footed in a future regulatory morass that could slow progress and unfairly burden some sectors of the industry.

Linking the Americas: Economic Strength, Communications and Information Technology

The United States, Canada, and Mexico are mutually among each others largest trading partners. Negotiation of the North America Free Trade Agreement (NAFTA) recognizes the economic linkages among the signatories. Telecommunications and information technologies are now the tools of business and commerce. The business community is unable to function competitively in the absence of reliable, modern, interoperable communication systems. In the United States and Canada advanced communications systems are well developed and nearly universally available, but in Mexico, which until recently maintained a state-owned telephone system, telecommunications are less well advanced. Looking further to the South, Central America and South America are logical extensions of a trading alliance that in the future may span from the Hudson Bay Canada in the north to Tierra Del Fuego in the south. Not only are the countries in between potential markets for U.S. goods and trade, their natural resources and human capital may become valuable assets in the future. The United States is increasingly tied economically and socially to this region. The United States has much to offer and much to gain by participating in upgrading and linking this region through high-grade, modern telecommunications systems. International cooperation among

the nation states through the international and regional communications organizations, coupled with active participation by the private communication sector in transferring technology and leveraging investments in these countries might payoff handsomely for the United States in the future.

*Telecommunication Services and Manufacturing in the Pacific Rim:
Challenge to the U.S. Industry?*

OTA has shown that the United States is competing successfully for telecommunications services in the European Economic Community (U.S. Telecommunications Services in European Markets, 1993). The domestic communications industry is the most advanced in the world and is capable of meeting competition in the current structure of markets within the western hemisphere. Although European telecommunications firms present challenges to U.S. companies, it is the fast developing telecommunications industries of the Pacific Rim countries, such as Japan, Korea, Taiwan, Singapore, and Malaysia that could present the challenges of the future. In fields such as the manufacture of telecommunications and computing equipment in particular, U.S. firms could be challenged in the future. These industrialized nations also offer market opportunities for expanded trade, especially in information systems and software development where the United States excels. How well is the United States doing in competing with these emerging industrial giants? Are U.S. companies being treated fairly in trading in telecommunication and information services? How well are U.S. manufacturers of telecommunications equipment doing in contrast to the rapid growth of Asian manufacturers of switching devices, wireless technology, and information infrastructure for advanced applications?

Electronic Keiretsu: A Challenge to U.S. Anti-Trust Law

The progressive use of telecommunications and information technologies for business has led to a realignment of business relationships. OTA has found that the traditional structure of American industry is changing as automation, communications, and information systems enable firms to reduce overhead, out-source, share information, perform distributed engineering and design functions, and transact business seamlessly with global business partners. The concept of "firm" is changing as technology and the pressures to meet global competition increase. New business alliances are being formed among "electronic partners" that sometimes are called "virtual companies." The use of communication technologies to link vendors with markets through sophisticated information systems, privately, directly or through shared data bases, and without restrictions creates the potential for using communications and information technologies to constrain trade in violation of U.S. anti-trust laws. The extent of this threat is currently unknown, but the potential for technology to allow this to happen is obvious. Congress would be well advised to consider the possible implications of U.S. information policy in the context of the restraint of trade as the United States moves toward the implementation of a national information infrastructure. It may prove, on the other hand, that the anti-trust laws need to be amended to facilitate the use of electronic business arrangements.

Copyright and the Value of Intellectual Property in a Networked Environment

As the United States develops the infrastructure for a national information system, the question of how a publisher or author protects and recovers the value of an electronic version of a published work becomes more a practical problem. Copyright laws are intended to encourage the sharing of

intellectual creations by reserving the rights of authors against those who would unrightly benefit from their work. The concept works acceptably well with printed media—though less well with audio and video tapes and software—where royalties can be recovered through initial sale and reproductions monitored to some extent. But electronic publishing in a networked environment where each computer accessing the information can copy, reproduce, or forward to others the same files in electronic form makes the enforcement of copyright and the detection of abuses much more difficult. Until the problem of value recovery and copyright enforcement can be overcome, electronic publishing and sharing on a national information infrastructure will present problems to publishers and authors of copyrighted material and could constrain the availability of useful information to the public that it is to benefit.

High Definition Television: Future Role in Multi-Media Communications

The industry, with the coordination of the Federal Communication Commission, continues to work toward the acceptance of a U.S. digital standard for HDTV. Considerable effort has been spent within and outside the government to assess the value of HDTV as a commodity and the prospects for the U.S. manufacturers to take the lead in this advanced television concept. However, little consideration has been given to its utility and niche in the broader aspects of networked information systems. How will this technology fit the architecture of a national information infrastructure? What are the implications of HDTV in the context of land-based broadcasters, cable TV, direct satellite broadcasters? Will HDTV be a component of the national information infrastructure? What role will it play in future high-tech applications, such as virtual reality, medical imaging, education? Will the standards under development match the future needs of computer compatibility and interoperability within a networked environment? Is there a role for the Federal government in enabling HDTV to meet the broader needs of the public beyond the forces that are market driven?

10.7 Staffing of the Division

Schedule E: Industry, Commerce, and International Security Division
Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES			DOLLARS (\$000)		
	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE
Staff Allocation (permanent positions)	60	60	60	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	56	58	58	3,855	4,050	4,234
Part-Time Permanent	5 (3.4)	3 (2)	3 (2)	208	142	149
11.3 Other Than Full-Time Permanent						
Temporary	17	14	13	903	865	848
Intermittent/Consultants	9	1	1	0	14	14
25.0 Other Services (Contracts for on-site personal services) 1/	10	3	0	181	0	0

1/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

**Health,
Life Sciences,
and the Environment**

11. Division B: Health, Life Sciences, and the Environment

1. Schedules A1, B1, and C1 for the Division

Schedule A1: Health, Life Sciences, and the Environment Division by Organization and by Object Class

CATEGORIES	FY 93 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Organization:								
Health, Life Sciences, and the Environment Division	50	6,732	50	6,866	50	7,106	0	240
Total	50	6,732	50	6,866	50	7,106	0	240
2. Breakdown by Object Class:								
11 Personnel Compensation		3,705		3,990		4,135		145
12 Personnel Benefits		742		821		856		35
13 Benefits to Former Personnel		1		1		1		0
21 Travel		90		86		95		9
22 Transportation of Things		16		16		16		0
23 Rent, Communications & Utilities								0
24 Printing and Reproduction		88		143		147		4
25 Other Services		1,893		1,627		1,671		44
26 Supplies and Materials		81		75		77		2
31 Equipment		116		107		108		1
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		6,732		6,866		7,106		240

Schedule B1: Health, Life Science, and the Environment Division
 Analysis of Change to Budget Base by Organization and by Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES				TOTAL CHANGES		
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		
					STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF
1. Breakdown By Organization:											
Health, Life Sciences, and the Environment Division		180		60							240
Total		180		60							240
2. Breakdown By Object Class:											
11 Personnel Compensation		145									145
12 Personnel Benefits		35									35
13 Benefits to Former Personnel											
21 Travel				9							9
22 Transportation of Things											
23 Rent, Communications & Utilities											
24 Printing and Reproduction				4							4
25 Other Services				44							44
26 Supplies and Materials				2							2
31 Equipment				1							1
32 Land and Structures											
42 Insurance Claims and Indemnities											
Total		180		60							240

Schedule C1: Health, Life Sciences, and the Environment Division
Detailed Analysis of Changes

Calculation of Base	
Staff	Amount (\$000)
Appropriation, 1994	50
Adjustments to Appropriation	6,866
Budget Base, 1995	50
	6,866
1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	
1. Excess Day	180
2. FTE Reduction	(18)
3. January 1995 Cost-of-Living Adjustment	(40)
4. Merit Increases and Promotions	88
5. Health Benefit Cost Increases	142
	8
B. Price Level Changes	
1. Travel Related Inflation of 10%	60
2. Printing Inflation of 3%	9
3. Other Services Inflation of 2.7%	4
4. Supplies and Materials Inflation of 2.7%	44
5. Equipment Inflation of 2.7%	2
	1
C. Program Type Changes	
1. Legislation	...
2. Workload	...
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...
	...
II. Net Increase/Decrease Requested	...
	240
III. Total Appropriation Request, 1995	50
	7,106

11.2 Explanation of Changes Shown on Schedule C1 for Division B

Health, Life Sciences, and the Environment Division

A. MANDATORY PAY AND RELATED COSTS		Staff	Amount (000)
1. Excess Day, from 261 to 260 work days in FY 1995			(18)
2. FTE reduction of 1 temporary staff to meet the 4% reduction in Sec. 307 of PL 103-69			(40)
3. January 1995 2.6% Cost-of-Living Adjustment			88
4. Merit increases and promotions averaging 3% agency-wide			142
5. Annualization of January 1994 4% plus estimated January 1995 7.5% health benefit increases			8
B. PRICE LEVEL CHANGES		Staff	Amount (000)
1. Travel inflation rate of 10% applied to base			9
2. Printing and publications inflation rate of 3% applied to base			4
3. Other services inflation rate of 2.7% applied to base			44
4. Supplies and materials inflation rate of 2.7% applied to base			2
5. Equipment inflation rate of 2.7% applied non ADP equipment base			1
C. PROGRAM TYPE CHANGES		Staff	Amount (000)
1. Legislation			...
2. Workload			...
3. Equipment, Alterations, Maintenance, Repairs, Etc.			...

11.3 Role of the Health, Life Sciences, and the Environment Division

The Health, Life Sciences, and the Environment Division comprises four programs: the **Biological and Behavioral Sciences Program**, the **Food and Renewable Resources Program**, the **Health Program**, and the **Oceans and Environment Program**.

The **Biological and Behavioral Sciences Program (BBS)** assesses state-of-the-art technologies arising from progress in a wide range of scientific and technical disciplines. Typical studies explore actual and potential applications of results and techniques from biological and behavioral sciences, usually with an emphasis on ethical, legal, economic, and regulatory issues. Currently, the program's activities center on 1) biotechnology and applications and implications of human molecular genetics, 2) neurological and behavioral sciences, and 3) Federal regulatory programs that involve use and understanding of biological tests and knowledge.

The scope of the **Food and Renewable Resources Program (F&RR)** includes all agriculture-related technologies used to provide society with food, fiber, and chemicals, and technologies that enhance or jeopardize the ability to sustain in perpetuity the renewable resource bases that make such production possible. Agriculture itself is defined in the broad sense, including all crop and livestock production and forestry. Attention also is given to the impact that technology has had and is likely to have on how the agricultural system is organized, who controls it, and where it is heading. Further, the Program covers renewable resources that presently may not be considered or produced as crops, but that support agricultural production and are fundamental to human needs generally. Relevant international analyses on renewable resources and agriculture are included in certain program studies.

The **Health Program's (HLTH)** charter is reflected in two primary types of efforts: 1) assessments of specific clinical and general health care technologies, and 2) studies of broader issues of health policy related to or with implications for technology. In addition, it has certain statutory, methodology oversight responsibilities regarding Vietnam veterans health studies, and provides the staff work for the OTA Director's mandated responsibility to select and appoint members of the Prospective Payment Assessment Commission, the Physician Payment Review Commission, and the Advisory Panel on Alzheimer's Disease.

The **Oceans and Environment Program (O&E)** has responsibility for all ocean-related questions, including ocean resources and maritime policy, and for large-scale environmental issues, such as climate modification and air, water, and land pollution. As a result of changing congressional interest, the Program has developed capability for analyzing the difficult questions in which the overriding concern lies with the environmental effects of decisions. The work of the Program usually falls under several categories: Federal services related to oceans and the environment, natural resources, pollution control, marine industry, and climate change.

11.4 Accomplishments of the Health and Life Sciences Division

In FY 1993, the Health, Life Sciences, and the Environment Division published 10 assessment reports:

- Pharmaceutical R&D: Costs, Risks, and Rewards
- Drug Labeling in Developing Countries
- An Inconsistent Picture: A Compilation of Analyses of Economic Impacts of Competing Approaches to Health Care Reform by Experts and Stakeholders
- Water for Walker Lake
- Alternative Coca Reduction Strategies in the Andean Region
- Dismantling the Bomb and Managing the Nuclear Materials
- Benefit Design in Health Care Reform: Clinical Preventive Services
- Harmful Non-Indigenous Species in the United States
- The Continuing Challenge of Tuberculosis
- OTA Assessment: The Department of Veterans Affairs Persian Gulf Veterans' Health Registry

The Division also published 13 background papers:

- Science and Technology Issues in Coastal Ecotourism
- Federal and Private Roles in the Development and Provision of Alglucerase Therapy for Gaucher Disease
- Genetic Counseling and Cystic Fibrosis Carrier Screening: Results of a Survey
- Genetic Tests and Health Insurance: Results of a Survey
- Coverage of Preventive Services: Provision of Selected Current Health Care Reform Proposals
- Hazards Ahead: Managing Cleanup Worker Health and Safety at the Nuclear Weapons Complex
- Health Insurance: The Hawaii Experience
- Compilation of Abbreviations and Terms
- Hip Fracture Outcomes in People Age 50 and Over: Mortality, Service Use, Expenditures, and Long-Term Functional Impairment
- Biomedical Ethics in U.S. Public Policy
- Biological Components of Substance Abuse and Addiction
- Impact of Legal Reforms on Medical Malpractice Costs
- Benefit Design in Health Care Reform: Patient Cost-Sharing

In addition, the Division testified 9 times.

Listed below are several examples of direct legislative use of the Division's work:

Biological and Behavioral Sciences

1. As in the 101st and 102d Congresses, information from *Genetic Witness: Forensic Uses of DNA Tests* influenced the scope and approach in several pieces of legislation designed to set quality assurance standards for forensic DNA facilities and to provide guidelines for forensic DNA databanks. That legislation included: H.R. 829, "DNA Identification Act of 1993 (passed House 374-4 on March 29, 1993); H.R. 2459, "Federal Bureau of Investigation (FBI) Appropriations Authorization Act, Fiscal Year 1993"; S. 497, "DNA Identification Act of 1993"; and various omnibus crime bills, including S. 1488 and H.R. 3131.

2. The recently released *Biomedical Ethics in U.S. Public Policy* was a product of an agreement between Senators Hatfield and Kennedy that resulted in the withdrawal of the Hatfield Amendment to S. 1 "National Institutes Revitalization Act of 1993" that would have imposed a moratorium on certain issues related to patenting DNA. Upon completion of the report, Senator Hatfield introduced S. 1042, "a bill to amend the Public Health Service Act to establish an Ethical Advisory Board, and for other purposes."

3. *Cystic Fibrosis and DNA Tests: Implications of Carrier Screening* and its background papers, *Genetic Counseling and Cystic Fibrosis Carrier Screening: Results of a Survey* and *Genetic Tests and Health Insurance: Results of a Survey*, could affect report language of H.R. 2518, which includes appropriations for DHHS and NIH, specifically as that language might relate to oversight by a commission or other body of the NIH Ethical, Legal, and Social Issues (ELSI) Program of the Human Genome Project. This report and *Genetic Monitoring and Screening in the Workplace* (OTA 1990) also provided background/basis, in part, of the justification for a similar request via report language attached to the NIH reauthorization bill (Public Law 103-43).

Food and Renewable Resources

1. *A New Technological Era for American Agriculture*: The Report was used as background for a series of hearings by the Senate Agriculture, Nutrition and Forestry Committee on the overuse of pesticides on fruits and vegetables to enhance their cosmetic appearance. The report findings on agricultural research priorities were used to organize a series of hearings by the House Agriculture Committee on current research priorities and the need for a strategy for new research facilities.

2. *Agricultural Commodities as Industrial Raw Commodities*: The report findings were used in hearings by the Senate Agriculture, Nutrition and Forestry Committee in oversight hearings of the Alternative Agriculture Research and Commercialization Center. The Center concept was a policy option discussed in the report. The report was used as a guide to determine whether the Center was addressing the most critical areas of research for nonfood uses of agricultural products.

3. *Enhancing the Quality of U.S. Grain for International Trade*: The report findings were used in the reauthorization legislation for the Federal Grain Inspection Service of USDA. In particular, report findings led to language in legislation prohibiting the adding of water to grain for the intended purpose of minimizing dust explosions in grain elevators.

4. *Harmful Non-Indigenous Species in the United States*: The report was publicly released in October at a joint hearing of the House Merchant Marine Fisheries Committee's Subcommittee on Environment and Natural Resources and its Subcommittee on Fisheries Management. The report was used in hearings in October on ballast water introductions by the Fisheries Management Subcommittee, House Merchant Marine and Fisheries Committee, especially as it relates to Senator Mitchell's bill (S. 1198) on Eurasian watermilfoil. OTA provided technical assistance regarding importation of raw timber to the Committee on Small Business, Subcommittee on Regulation, Business Opportunities, and Energy as it evaluated USDA's proposed regulations.

5. *Alternative Coca Reduction Strategies in the Andean Region*: The report was presented to the new President of Bolivia by Senator Biden (Chairman of the Senate Judiciary Committee, requester) as an indication of U.S. interest in seeking a solution to the narcotics production and consumption problems. The Colombian Government has requested assistance from an OTA

contractor on *Alternative Coca Reduction Strategies in the Andean Region* in developing a new Colombian coca control approach. The OTA report and project staff assistance will be used by the contractor in addressing the Colombian Government's request.

The International Narcotics Control Act of 1988 (P.L. 100-690) specifically identifies the need for development of alternative crop options for Andean coca producers and earmarks funding for testing of environmentally safe herbicides for coca eradication. These provisions could be affected by OTA findings in *Alternative Coca Reduction Strategies in the Andean Region* that suggest broadening alternative options beyond agricultural opportunities is likely to be more effective. Also the OTA report finds that crop control of any sort (chemical or biological) is highly controversial and unlikely to be acceptable to the Andean countries and that such control without viable alternative economic options for producers is likely to only shift rather than halt coca production.

Health

1. Based on OTA's report, *Evaluation of Oregon's Medicaid Proposal*, OTA staff prepared a staff memo for interested congressional staffers to provide an overview of changes in Oregon's re-submitted waiver application in December 1992.
2. On September 7, 1993, the Senate Committee on Labor and Human Resources reported out of committee authorizing legislation that includes amendments to the Public Health Service Act extending grant programs for the prevention and control of tuberculosis (S. 1318; Report No. 103-135). While considering this legislation, committee staff were in touch with OTA staff about OTA's analysis in *The Continuing Challenge of Tuberculosis*. The grant programs included in this legislation would cover many of the TB control activities examined in OTA's report.
3. Specific legislation dealing with pricing of drugs developed by the government is scheduled for introduction by Senator Pryor. That legislation is a direct outgrowth of OTA's case study on alglucerase, a drug discovered and tested largely with NIH funds, but which carries a very high price tag.
4. *An Inconsistent Picture: A Compilation of Analyses of the Economic Impacts of Competing Approaches to Health Care Reform by Experts and Stakeholders* sparked considerable discussion among the members of Congress represented on TAB, and in other congressional arenas. For example, 100 copies of the report were ordered by the Senate Finance Committee for its use.
5. Appendix C of *Adolescent Health*, on data limitations, was quite influential in the language inserted by Rep. Schroeder into the NIH Reauthorization Bill. The language mandated that a longitudinal study of adolescents be undertaken by the National Institute on Child Health and Human Development (NICHD).

Oceans and Environment

1. *Dismantling the Bomb and Managing the Nuclear Materials* was released in September 1993 by Senator John Glenn, Chairman of the Senate Government Affairs Committee, at a press conference in the Committee's hearing room. Shortly after releasing the report, Senator Glenn sent a copy of the report to each member of the Senate with an accompanying "Dear Colleague" letter calling their attention to the policy options contained in the report. Shortly after the report was released,

OTA briefed Senator Carl Levin regarding advanced nuclear reactor design issues that were contained in the DoE appropriations bill. Many members used the OTA report as background for the appropriations debate.

2. *Preparing for an Uncertain Climate*: OTA has been working with the staff of the House Committee on Science, Space, and Technology on potential revisions to the United States Global Research Program, and the Committee will be holding hearings on that subject during the fall 1993.

3. OTA was able to assist Senator Harry Reid, who asked that OTA examine possible alternatives for dealing with seriously declining water levels in Walker Lake in Nevada. OTA made a site visit and prepared a report, *Water for Walker Lake*, outlining several options for Senator Reid. Some of these options were adopted and are now being implemented by Senator Reid and his staff.

11.5 Changes in Prior Plans for FY 1993 for the Health, Life Sciences, and the Environment Division

During Fiscal Year 1993, the Health, Life Sciences, and the Environment Division essentially accomplished its goals, with approved modification and additions to meet the changing needs of Congress. These changes reflect the inherent uncertainty of research and the attendant need to be able to make adjustments.

11.6 FY 1994 and FY 1995 Priorities for the Health, Life Sciences, and the Environment Division

A Division's work is determined by the expressed needs of congressional committees, so we cannot safely predict an agenda, but an illustrative list of subjects that are representative of the kinds of new assessments that we may be asked to undertake can be prepared. Such an exercise, using a wide variety of information sources, helps sharpen the discussions between OTA staff and congressional committees. It also reflects one of the charges Congress assigned to OTA: foresight about emerging technology. Of course each Division can undertake only a few new assessments each year, so this list should be viewed only as representative of potential subjects for the assessments that the Health, Life Sciences, and the Environment Division may be asked to undertake in Fiscal Years 1994 and 1995. Because OTA works hard to be responsive to changing congressional needs, new work is often significantly different from OTA's prospective list, but it usually does contain some of the identified issues.

Biological and Behavioral Sciences

Organ Transplants

While surgical transplantation of human organs is now done at many medical centers, the shortage of donated organs has become a major hurdle. Questions of possible markets, ethics, rationing, and costs swirl around this subject. Furthermore, improvements in technology might reduce the number of organs required. Is there a real promise for technology improvements?

Follow-On to the Ongoing Risk Assessment Project

Two projects have been discussed with OTA staff. The first one would be a study of the applications of risk assessment to the environmental problems in Eastern Europe. If this project is undertaken, part of the effort would be directed at investigating the possibility of doing epidemiology studies among highly exposed populations with the objective of verifying or falsifying estimates of human health risk from risk assessments. The second possible project is an analytical examination of the assumptions and observations that underpin risk assessments. (This effort would be more focused, rigorous, and analytical than was possible in the ongoing assessment.)

Human Genome Diversity

The National Science Foundation has committed \$1-20million to investigating the possible study of human genomic diversity, and a much larger, more expensive effort may follow. How large would a study need to be to provide the evidence that is sought? How should it be organized? How long it would take? How much money would it cost? How many samples of blood? Such a study could follow the outline for the OTA report Mapping Our Genes with additional attention to intellectual property issues and ethical questions.

Drug Treatment Programs

To make it manageable, we limited the ongoing "addiction" study to prevention. We are well aware that society has made an investment in drug treatment programs, but there is conflicting evidence about the success of any program. An OTA study could focus on the evaluation of the treatment programs and compare their effectiveness, costs, risks, and benefits.

Food and Renewable Resources*Riverine Fisheries Restoration*

U.S. continental rivers increasingly have suffered loss of quality due to a variety of human-induced factors (e.g., development, overfishing, pollution); in fact, only 2 percent of these rivers currently are estimated to be in the high quality range. The degraded state of 98 percent of the Nation's rivers has led to serious declines in aquatic populations (fish, plants, wildlife). For example, an estimated 34 to 75 percent of aquatic species are threatened with extinction. Furthermore, some species that have suffered population declines are important economically. Commercial fish harvests in the Missouri and Delaware Rivers have declined by at least 80 percent; commercial harvest of salmon on the Columbia River has declined by at least 95 percent; and all commercial fish harvests in the Illinois River have been lost.

The Federal Government has responsibility for maintaining the quality and navigability of U.S. continental rivers for transportation, water supply, and power generation (i.e., hydroelectric). Activities at the Federal level to fulfill this role, however, may have adversely affected the health of these aquatic ecosystems leading to declines in fish populations. For example, evaluation of the adequacy of fish ladders and other methods to allow migratory species safe passage around dams is needed. This OTA project would identify new and emerging technologies for restoring the health of U.S. riverine systems to support aquatic populations, including opportunities for increasing fish populations and improving the navigability of riverine systems to support migratory aquatic species.

Global Land-Use Changes, Emerging Viral Diseases, and U.S. Health Concerns

Concern over the potential link between human disruption of previously unsettled areas and the emergence of new viruses has led to increasing study of this phenomenon. Furthermore, known viruses and the forms of land use that foster their outbreak continue to be possible sources of epidemics worldwide. The potential negative consequences of population growth (e.g., further disruption of natural areas, large refugee and migrant populations, overcrowding of cities, insufficient medical care and education) allow many diseases that are controlled in the industrialized world to persist in the developing world and, thus, continue to present a threat to U.S. citizens. Finally, some development strategies, such as road and dam building, and expansion of intensive agriculture and international trade and transit, threaten to further increase exposure to and spread of known and potential new viral diseases worldwide.

The need for strategies to mitigate the threat of emerging virus created by land use change or expansion exists on a local, national, and international scale. While the genetic and ecological nature of viruses most likely precludes their worldwide eradication, mechanisms for detecting and monitoring viruses may help public health officials contain outbreaks or eliminate some viruses or their vectors from specific locales. Public education programs can help control the spread of viral diseases by making known how human activities assist the spread of viruses and their vectors, as well as involving communities in public health efforts to diagnose and respond to outbreaks. Today's rapid international travel will continue to challenge such efforts, however, particularly by individual nations. National and international response to the threat of emerging viral diseases may need to include greater consideration of how land use invites human contact with new viruses or helps expand the range of a known virus or its vector. On an international scale, widespread scientific understanding of known and new viruses is lacking. That viruses usually emerge and spread from developing countries to industrialized ones suggests the need for greater developing country-based international efforts.

An OTA study could identify: 1) current understanding and ongoing research on the relationship between viruses and their vectors, and land use; 2) global land use trends and their potential consequences for exposure to new and known viruses; 3) the technologies that may reduce the potential for changing and expanding land use to increase human exposure to viruses; and 4) congressional options for improving understanding and mitigation of land uses that may invite human exposure to viruses

Resource Management and Research Needs in U.S. National Parks

The U.S. National Park system represents a unique national resource and in many cases some of the last vestiges of U.S. native habitat. The success of the National Park Service (NPS) in attracting increasing numbers of visitors to the nation's parks has resulted in park crowding, environmental damage, and increasing concern for maintenance of park quality. Traditionally, parks and protected areas were left alone to preserve their natural character, yet these strategies are no longer suitable in a setting characterized by increasing populations and associated tourism, conflicting adjacent land uses, invasion of non-indigenous species, and pollution. Attention to such park problems requires application of technologies either new or at a scale unfamiliar to many park personnel. These include ecological restoration, pest control, and education of park users to characteristics and values of natural areas.

The NPS has been criticized for not developing a forward-looking research agenda; indeed internal and external reviews of NPS research indicates a significant need for a comprehensive research plan that assures long-term sustainability of U.S. terrestrial and marine parks. NPS claims that research funds and park personnel have been diverted to routine maintenance roles (e.g., "traffic cops") in order to accommodate increased public use of the park system. As a consequence, important park research has suffered. This OTA project would assess NPS research needs, technologies for assuring quality and integrity of U.S. parks and, potential congressional policy options to sustain the U.S. National Park system.

Ecosystem Reclamation: Rural and Urban

Healthy ecosystems provide numerous important goods and services to human populations (e.g., food, fiber, potable water, timber, etc.). However, significant resource degradation has adversely affected ecosystem productivity and increasing demands placed on existing resources may exacerbate and even accelerate degradation. Numerous Federal, State, and local statutes regulate certain types of resource development and require post-development restoration efforts (e.g., housing developments, "green areas").

In response to the need to maintain resource productivity, ecosystem reclamation activities are increasing in number. Public and private efforts have been made to restore a wide variety of ecosystems. For example, the U.S. Forest Service is actively pursuing reclamation of abandoned agricultural bottomlands in the Mississippi Valley. Other examples include the efforts made to restore degraded aquatic systems in urban (e.g., Potomac River) and rural (e.g., Chesapeake Bay) areas. Although the approach taken to reclaim degraded areas will likely vary depending on the degree of productivity loss and the ultimate goal for the restored resource, success will be highly dependent on understanding ecosystem components, their interrelationships, and functions.

An OTA study could identify and assess the: 1) range of technologies employed in ecosystem reclamation efforts, 2) range of ecosystems addressed by reclamation activities, 3) effectiveness of existing reclamation schemes, 4) areas where additional effort is needed, and 5) provide options for Congress to help keep the U.S. natural resource base productive over the long term.

Natural Disasters, Technology and the Federal Role

Increased damage from natural disasters has led to greater interest in technologies that can predict, prevent, or modify the damaging events. Increased property damage from natural disasters also has led to increased Federal spending for disaster relief programs. This growth in federal assistance to disaster victims has been criticized for encouraging unrestricted development in disaster-prone areas.

This assessment would evaluate several categories of natural disasters including earthquakes, volcanoes, floods, landslides, forest fires, and hurricanes. A series of background papers could address technological advances associated with each category disaster such as accuracy of prediction techniques, prevention methods, and ways to modify the amount of damage. The OTA report would review natural disaster policies and evaluate the appropriate Federal role in research, development and response to natural disasters.

Integrating Agriculture and the Environment: Educating for the Future

Public concern over the adverse environmental impacts associated with agricultural production has led to increasing calls for integration of agricultural and environmental policies. Development of integrated agricultural resource protection, management, and production methods and implementation of these approaches will ultimately depend on the numbers and skills of highly trained individuals in a broad variety of scientific disciplines. The nature of environmental problem solving is becoming more complex, requiring individuals capable of examining problems in an interdisciplinary fashion.

Widespread public understanding of resource use and potential adverse environmental impacts generated by inappropriate or unwise resource exploitation may be needed to implement resource management schemes adequately. Decisionmakers, as well, will need the assistance of such well-trained individuals to develop appropriate environmental policies. The current trend in U.S. science education for resource management portends potential shortfalls of new scientists capable of addressing increasing environmental concerns arising from agriculture.

An OTA study could identify: 1) the trends in agricultural/environmental problem solving; 2) types of technologies and thus disciplines likely to be required to address these needs; and 3) assess the existing agricultural education system (land-grant universities and others), its capability to provide resource scientists appropriate to meet the needs of an expanded approach to agricultural/environmental policy, and to develop congressional options to improve the quality of agriculture/environment education.

Health

AIDS/HIV-Related Studies

OTA has an ongoing AIDS/HIV series. The following are possible topics that we might be asked to look at under that umbrella:

1a. A review of NIH's inter-institute coordination of all HIV research — The National Institutes of Health is mandated by law to do such overall coordination beginning this fiscal year. They have resisted, given the decentralized nature of NIH, but are currently implementing the charge. Over the next year, it would be valuable to examine the implications of the system NIH establishes to implement this requirement and possibly explore alternatives. This has wider interest than just HIV research, since this is the first serious attempt to institutionalize and prioritize research and funding allocations across institutes in any area.

1b. Update of OTA's 1988 AIDS study, *How Effective Is AIDS Education?* We have received about 12 inquiries in the past year about whether we've updated this paper. The original is also one of the most requested in the series. The topic is particularly important, since there may be major authorizing legislation in the next year for an omnibus HIV prevention program.

Financing Experimental Care and Related Issues in Technology Diffusion

There is considerable concern among payers, researchers, insurance regulators, consumers, manufacturers, and the courts over who should pay for "innovative," "experimental," and "investigative"

health care services (the definitions vary with the source). There is considerable anecdotal discussion in the literature about the issue but it appears that no one has documented the true extent of the problem (i.e., patients really are increasingly being denied access to clinical trials by their insurers, research monies for patient care costs are really drying up, etc.). On the other side, some insurers (e.g., AETNA) appear to be reacting to the possibility (or the reality) of potential bad publicity and have developed mechanisms to pay for untested "last resort" therapies. The result is a precedent for continued diffusion of ineffective/untested and costly new technologies. This issue has potentially important implications for research and technology development, costs, and diffusion, and many are pointing to health care reform as a way to a solution (e.g., letting a National Health Board assume responsibility).

Methods for Narrowing the Target Audience for Clinical Preventive Services by Using Risk

Clinical preventive services, when applied to populations at average risk, can be very costly both financially (e.g., to society) and emotionally (e.g., to individuals who get a false positive). Clearly, targeting services to those at greatest risk could be more efficient and cost-effective than the current crude benchmarks (e.g., age, poverty) currently used, if the knowledge about risk factors was good. Some payers are beginning to try to narrow the target population that receives screening, or to prioritize the order of screened individuals (principally for financial reasons). The U.S. Task Force on Clinical Preventive Services made recommendations about screening frequency based on selected risk factors. This assessment would review current activities that attempt to narrow the target populations to those at high risk, in light of what is known about risk factors for specific diseases that have high-cost CPS. How good is the information on risk factors? How many false negatives are likely to result by the use of information on risk factors? Using which cutoff values? What are the implications for Federal research in epidemiology and for benefit packages under health reform?

Health Care Reform-Related Studies

Rather than list one or two individual reform-related studies, this heading assumes that the Congress will ask OTA to undertake additional analyses on topics directly related to reform, but DoEs not try to predict specific ones. Some of the potential areas of request are: Effects of state experimentation with reform; Impact of health care reform on R&D in new health technologies; Long term planning for health care reform in the Department of Veterans Affairs, DoD, Medicare, etc.; Methods for risk-adjustment of premiums; Quality of care measures for consumers under reform; Quality assurance/control/management under reform; Estimating the health effects of health reform; and How HMOs ration care under a fixed budget.

Health Care and the Inner City

This assessment would examine the problems surrounding health care in the inner city. The problems specific to or much more prevalent in urban settings include such things as higher numbers of uninsured and poor people, higher homicide and violent crime rates, teenage pregnancy and other risk factors for higher infant mortality, homelessness, and substance abuse and treatment problems and disease incidence associated with it. It would also draw on and tie together our efforts relative to, e.g., tuberculosis, AIDS, and health insurance. The assessment would develop a set of options for dealing with the particular conditions associated with the delivery of health care in these settings.

Prescription Drugs and Health Care Reform

The prices of prescription drugs have risen at a faster rate than other medical expenditures (10 percent between 1989 and 1990). Currently, consumers pay the majority (72.4 percent) of prescription drug expenditures out of pocket. For some consumers, the price of some "high-tech" or other prescription drugs may be so high as to prevent their use of the drugs. This study will address questions related to the coverage, costs, and quality of prescription drugs in national health insurance reform. Should some or all prescription drugs be offered as a benefit under national health insurance reform? What restrictions should be imposed on their use? How would their inclusion/exclusion affect patients' access to prescription drugs? How would it affect their health status? What mechanisms should be adopted to help control costs? What effect would coverage of prescription drugs have on innovation and drug R&D?

Oceans and Environment

Water Quality in the U.S.

The quality of U. S. water is a continuing and growing concern. As Congress considers reauthorization of the Clean Water Act and the Safe Drinking Water Act, a comprehensive look at such key issues as, watershed planning, funding for municipal sewage treatment, regulation of toxic substances and wetlands protection could provide analytic support to the debate.

Transnational Pollution

Increased recognition of international pollution problems, prompted to a great extent by the end of the Cold War and increasing globalization of the economy, raises important questions about U. S. capabilities to assist other countries in assessing and in dealing with their pollution problems. Also unclear is the extent of the U. S. role in monitoring and enforcing international treaties that set limits on pollution. The purpose of this assessment would be to provide a context for considering international pollution problems and for setting domestic funding priorities.

The Science of Ecotoxicology

At least one committee of the Congress has expressed interest in better understanding research findings on Great Lakes fish and wildlife problems associated with contamination. The relationship between estrogen-related chemical contaminants in the environment and cancer revealed by recent research, indicates there may be significance for humans. The purpose of this study would be to illuminate this problem in the context of the rapidly developing science of ecotoxicology and identify appropriate areas for federal research and monitoring.

Flood Control and Flood Plain Management

In the aftermath of major flooding in the Upper Mississippi Valley in 1993, both Federal and state agencies have extensive studies underway to determine the extent of environmental impacts to evaluate the performance of flood control structures. This assessment would be targeted to helping Congress interpret the results of such investigations.

Recycling

Have recycling programs achieved expected positive impacts on the environment like energy and resource conservation? Have markets developed for recycled products that make the efforts self sufficient? Is there reason to believe that future trends will create new technologies and new markets for recycling and recycled products. These and related questions will be addressed in an assessment designed to see how well the national effort to recycle is progressing. If undertaken, this project would be coordinated with the potential project on Materials Flow in a Sustainable Society.

11.7 Staffing of the Division

Schedule E: Health, Life Sciences, and the Environment Division Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES			DOLLARS (\$000)		
	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE
Staff Allocation (permanent positions)	50	50	50	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	48	48	48	2,744	2,798	2,925
Part-Time Permanent 1/	3 (2)	3 (2)	3 (2)	114	118	124
11.3 Other Than Full-Time Permanent						
Temporary	26	24	23	847	1,074	1,086
Intermittent/Consultants	1	1	1	0	0	0
25.0 Other Services (Contracts for on-site personal services) 2/	4	3	2	13	40	41

1/ Number of individuals and full-time equivalent employment in ().

2/ Includes individuals whose services are obtained under contract performing on-site services (in agency workspace) for six months or more during a twelve month period.

General and Administration

12. G: General and Administration

1. Schedules A1, B1, and C1 for the Division

Schedule A1: Office of Technology Assessment General and Administration
by Organization and by Object Class

CATEGORIES	FY 93 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Organization:								
General and Administration	33	6,055	33	6,159	33	6,348	0	189
Total	33	6,055	33	6,159	33	6,348	0	189
2. Breakdown by Object Class:								
11 Personnel Compensation		2,343		2,559		2,631		72
12 Personnel Benefits		502		630		655		25
13 Benefits to Former Personnel		16						0
21 Travel		26		32		35		3
22 Transportation of Things		85		82		87		5
23 Rent, Communications & Utilities		2,012		2,117		2,181		64
24 Printing and Reproduction		74		45		46		1
25 Other Services		627		374		387		13
26 Supplies and Materials		213		176		181		5
31 Equipment		157		144		145		1
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		6,055		6,159		6,348		189

Schedule B1: Office of Technology Assessment General and Administration
Analysis of Change to Budget Base by Organization and by Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES					TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		
					STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF
1. Breakdown By Organization:											
General and Administration		97		92							189
Total		97		92							189
2. Breakdown By Object Class:											
11 Personnel Compensation		72									72
12 Personnel Benefits		25									25
13 Benefits to Former Personnel											
21 Travel				3							3
22 Transportation of Things				5							5
23 Rent, Communications & Utilities				64							64
24 Printing and Reproduction				1							1
25 Other Services				13							13
26 Supplies and Materials				5							5
31 Equipment				1							1
32 Land and Structures											
42 Insurance Claims and Indemnities											
Total		97		92							189

Schedule C1: Office of Technology Assessment General and Administration
Detailed Analysis of Changes

Appropriation, 1994
Adjustments to Appropriation
Budget Base, 1995

Calculation of Base	
Staff	Amount (\$000)
33	6,159
33	6,159
1995 Request	
Staff	Amount (\$000)
...	97
1. Excess Day	(12)
2. FTE Reduction	(48)
3. January 1995 Cost-of-Living Adjustment	58
4. Merit Increases and Promotions	93
5. Health Benefit Cost Increases	6
B. Price Level Changes	92
1. Travel Related Inflation of 10%	3
2. Postage Rate Increase	5
3. Building Lease Increases	49
4. Telephone Services Inflation of 10%	12
5. Miscellaneous Communications Inflation of 2.7%	3
6. Printing Inflation of 3%	1
7. Library of Congress Services Inflation of 5.7%	5
8. Other Services Inflation of 2.7%	8
9. Supplies and Materials Inflation of 2.7%	5
10. Equipment Inflation of 2.7%	1
C. Program Type Changes	
1. Legislation	...
2. Workload	...
3. Equipment, Alterations, Maintenance, Repairs, Etc.	...
...	189
33	6,348

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. Excess Day
2. FTE Reduction
3. January 1995 Cost-of-Living Adjustment
4. Merit Increases and Promotions
5. Health Benefit Cost Increases

B. Price Level Changes

1. Travel Related Inflation of 10%
2. Postage Rate Increase
3. Building Lease Increases
4. Telephone Services Inflation of 10%
5. Miscellaneous Communications Inflation of 2.7%
6. Printing Inflation of 3%
7. Library of Congress Services Inflation of 5.7%
8. Other Services Inflation of 2.7%
9. Supplies and Materials Inflation of 2.7%
10. Equipment Inflation of 2.7%

C. Program Type Changes

1. Legislation
2. Workload
3. Equipment, Alterations, Maintenance, Repairs, Etc.

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

12.2 Explanation of Changes Shown on Schedule C1 for Division G**Office of Technology Assessment General and Administration**

A. MANDATORY PAY AND RELATED COSTS	Staff	Amount (000)
1. Excess Day, from 261 to 260 work days in FY 1995		(12)
2. FTE reduction of 1 temporary staff to meet the 4% reduction in Sec. 307 of PL 103-69		(48)
3. January 1995 2.6% Cost-of-Living Adjustment		58
4. Merit increases and promotions averaging 3% agency-wide		93
5. Annualization of January 1994 4% plus estimated January 1995 7.5% health benefit increases		6
B. PRICE LEVEL CHANGES	Staff	Amount (000)
1. Travel inflation rate of 10% applied to base		3
2. Postage rate increase of 14% effective in April 1995		5
3. Building lease escalation based on 30% of change in CPI-W for space, plus an estimated 3.5% increase in operating costs and 5% increase in property taxes		49
4. Telephone services inflation rate of 10% applied to base		12
5. Miscellaneous communications inflation rate of 2.7% applied to base		3
6. Printing and publications inflation rate of 3% applied to base		1
7. Interagency agreement with the Library of Congress for financial services increase of 5.7% for COLA, locality-based pay adjustment and within-grade increases		5
8. Other services inflation rate of 2.7% applied to base		8
9. Supplies and materials inflation rate of 2.7% applied to base		5
10. Equipment inflation rate of 2.7% applied non ADP equipment base		1
C. PROGRAM TYPE CHANGES	Staff	Amount (000)
1. Legislation		...
2. Workload		...
3. Equipment, Alterations, Maintenance, Repairs, Etc.		...

12.3 Role of the General and Administration Offices

The General and Administration Offices include the Office of the Director, and several other offices:

The **Congressional and Public Affairs Office** handles much of OTA's congressional and press liaison work, relations with the Technology Assessment Board, and relations with the Technology Assessment Advisory Council.

The **Budget and Finance Office** handles all of OTA's budget and financial affairs. The office is the focal point for tracking and reporting expenditures under the annual appropriations of the agency. It prepares financial data such as that required for the Justification of Estimates and the President's annual budget and works with Appropriations Committee staff of the House and the Senate.

The **Contracts Office** negotiates all of OTA's research contracts and arranges for travel and compensation of OTA's advisory panelists and workshop participants. The office also administers travel for OTA staff and oversees procurements of other services and equipment.

The **Information Center** combines traditional library services with the latest information retrieval technology to fulfill the reference and information needs of OTA staff. The Information Center offers a centralized book and periodical collection, online literature search services, CD-ROM databases, and customized current awareness services in support of OTA research.

The **Information Marketing Office** supports the dissemination of OTA information and products. Descriptive flyers, brochures, and pamphlets are developed by this office along with the publications catalog and the annual report. The Information Marketing Office also maintains the Publications Distribution Office for public distribution of OTA publications and for maintenance of the OTA publication inventory.

The **Personnel Office** recruits personnel, processes incoming and outgoing OTA employees, maintains benefits and leave records, and handles employee relations. The office also administers the Morris Udall Congressional Fellowship Program.

The **Publishing Office** coordinates the publishing of OTA reports and background papers from manuscript through camera-ready copy. Editorial support, graphics production, and typesetting and design are handled in a state-of-the-art production environment. The Publishing Office also acts as the liaison for OTA with the Government Printing Office which prints OTA publications.

The **Telecommunications and Information Systems Office** provides comprehensive computer, telecommunications, and information management support to OTA staff. This includes support for basic office automation, including user assistance, hardware installation and maintenance, software, telecommunications, and database management. A wide variety of training courses are available.

Other administrative offices include Building Services, the Service Center (mail and photocopy room) and the Conference Center.

12.4 Staffing of the Division

Schedule E: Office of Technology Assessment General and Administration
Direct and Indirect Employees

CLASSIFICATION	NUMBER OF EMPLOYEES			DOLLARS (\$000)		
	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE
Staff Allocation (permanent positions)	33	33	33	—	—	—
11.1 Full-Time Permanent						
Full-Time Permanent	32	32	32	1,603	1,713	1,791
Part-Time Permanent 1/	2 (.8)	2 (1)	2 (1)	49	64	67
11.3 Other Than Full-Time Permanent						
Temporary	18	18	17	684	771	762
Intermittent/Consultants (TAAC)	12	10	10	7	11	11
25.0 Other Services (Contracts for on-site personal services)	0	0	0	0	0	0

1/ Number of individuals and full-time equivalent employment in ().

13. Ten Year Quantitative Data

Schedule G

ITEM	FY1986	FY1987	FY1988	FY1989	FY1990	FY1991	FY1992	FY1993	FY1994E	FY1995E
11.1 FULL-TIME PERM. POSITIONS	5,952	6,477	6,860	7,196	7,320	7,966	8,584	8,573	8,885	9,290
11.3 OTHER THAN FULL-TIME PERM.	1,700	1,538	1,747	1,687	1,943	1,870	2,045	2,441	2,735	2,721
TOTAL PERSONNEL COMP.	7,652	8,015	8,607	8,883	9,263	9,836	10,629	11,014	11,620	12,011
12.0 PERSONNEL BENEFITS	786	1,322	1,636	1,653	1,728	1,960	2,185	2,323	2,628	2,738
13.0 BENEFITS FOR FORMER PERS.	24	7	9	28	5	13	16	25	2	2
21.0 TRAVEL AND TRAN. OF PERSONS	240	288	299	312	310	240	316	245	227	250
22.0 TRANS. OF THINGS	74	76	78	78	107	121	112	117	121	127
23.0 COMMUN., UTILITIES & RENT	1,215	1,476	1,684	1,943	2,016	2,136	2,138	2,013	2,118	2,182
24.0 PRINTING AND REPRODUCTION	608	508	686	536	578	675	531	260	347	357
25.0 OTHER SERVICES	3,159	4,308	3,288	3,508	3,403	3,847	4,372	4,254	3,552	3,651
26.0 SUPPLIES AND MATERIALS	232	219	252	302	314	315	305	376	315	324
31.0 EQUIPMENT	607	304	312	648	601	363	417	375	385	388
32.0 LAND & STRUCTURES	0	0	0	0	0	0	0	0	0	0
41.0 GRANTS, SUBSIDIES & CONTRIB.	0	0	0	0	0	0	0	0	0	0
42.0 INSURANCE CLAIMS & INDEM.	0	0	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	14,597	16,523	16,851	17,891	18,325	19,506	21,021	21,002	21,315	22,030
NO. OF REPORTS PUBLISHED	18	17	31	12	17	30	29	27	27	27
NO. OF OTHER DOC'S PUBLISHED *	60	35	26	31	42	17	21	23	23	23
TESTIMONY DELIVERED	28	29	55	36	49	47	31	24	50	50
NO. FULL-TIME PERM. POSITIONS	143	143	143	143	143	143	143	143	143	143
OPERATING FULL-TIME PERMANENT	34	33	35	35	35	35	35	33	33	33
SUPPORT FULL-TIME PERMANENTS	109	110	108	108	108	108	108	110	110	110
FULL-TIME PERM. \$ PER PRODUCT	1.0	1.4	1.0	1.4	1.0	1.1	1.3	1.5	1.1	1.1

* Excludes administrative documents.

14. Object Class Definitions

11 Personnel Compensation

Obligations for regular compensation of employees in full-time permanent positions or employees in positions not included in full-time permanent positions, such as full-time and part-time temporary employees, part-time permanent employees, or public members of the OTA Advisory Council. Obligations for compensation for all appointed consultants who are paid at a daily rate when actually employed are also included in this object class.

12 Personnel Benefits

Obligations for employers' share of employee retirement, life insurance, health insurance, Medicare, and Social Security.

13 Benefits to Former Personnel

Obligations for unemployment compensation for former employees.

21 Travel

Obligations for all travel expenses for OTA employees or others, whether paid to traveler or commercial transportation charges (e.g., rental car). Included in this object class are obligations for transportation expenses incident to permanent change of station and per diem.

22 Transportation of Things

Obligations for transportation of things and for the care of such things while in the process of being transported, including General Services Administration for leasing and maintenance of the OTA delivery vehicles, U.S. Postal Service for penalty (franked) mail, Express Mail, services provided by USPS, private freight and mail services (this does not include local delivery service), and transport of household furnishings associated with a permanent change of station.

23 Rent, Communication, Utilities

Obligations for space rental; rental of reproduction equipment; telegraph and teletype service; mail delivered by a messenger (local delivery); C&P or other telephone companies for regular, WATS, telecopier, and data phone.

24 Printing and Reproduction

Obligations to the Government Printing Office (GPO) for reproduction of printing OTA reports for Congress; GPO or other vendors for printing of OTA letterhead, memo or note paper, and envelopes; graphics work done outside GPO for OTA reports and presentations; GPO or other vendors for forms used by OTA; and GPO or a printing firm for OTA sharing the cost of printing a publication with another agency.

25 Other Services

Obligations for services acquired by contract that provide management and professional support services; studies, analyses, and evaluations. Includes on-site (in-house) contractors, panelists and obligations for services associated with an OTA assessment or study. Excludes personnel appointments and advisory committees, which are classified under object class 11. Also includes obligations for building maintenance and repairs when done by contract, temporary secretarial services, training and meeting registration, court reporting, equipment services not covered under rental agreement, services of editors and proofreaders, maintenance agreements for office equipment, computerized information retrieval, development of software, and advertising.

26 Supplies and Materials

Obligations for supplies and materials that are ordinarily consumed or expended within one year after they are purchased or that are used to form a minor part of equipment or fixed property; subscriptions for journals, magazines, newspapers, etc., pamphlets and leaflets or minor publications having an expected useful life of less than one year and that are not for the permanent collection; and ADP supplies (e.g., computer disks, tapes or off-the-shelf software).

31 Equipment

Obligations for personal property or equipment that is of a durable nature which normally may be expected to have a period of service of a year or more after purchase without material impairment of its physical condition, such as: (1) major purchased equipment and furnishing; (2) minor movable equipment for office use; (3) computer equipment; (4) audiovisual equipment; (5) books, bound reports, directories, etc. for OTA's Information Center permanent collection; and (6) charges for the initial installation of equipment when performed by the vendor. This object class consists of both non-capitalized equipment (purchases orders under \$5,000) and capitalized equipment (unit cost of \$5,000 or above).

Supplementary Information

15.A. Publications Printed and Delivered During Fiscal Year 1993

Formal Assessment Reports

Pharmaceutical R&D: Costs, Risks, and Rewards February 1993

Pharmaceutical costs are among the fastest growing components of health care costs today. Although increases in the inflation-adjusted prices of ethical drugs and perceived high prices of new drugs have been a concern of congressional committees for over 30 years, the growing Federal role in paying for prescription drugs has increased the concern over the appropriateness of prices relative to the costs of bringing new drugs to market. Specific policies of U.S. and other governments can alter the delicate balance between costs and returns to pharmaceutical R&D, with ramifications for the future health of Americans, for health care costs, and for the future of the U.S. pharmaceutical industry.

This report focuses mainly on the economic side of the R&D process. Pharmaceutical R&D is an investment, and the principal characteristic of an investment is that money is spent today in the hopes of generating even more money in the future. Pharmaceutical R&D is a risky investment; therefore, high financial returns are necessary to induce companies to invest in researching new chemical entities. Changes in Federal policy that affect the cost, uncertainty and returns of pharmaceutical R&D may have dramatic effects on the investment patterns of the industry. Given this sensitivity to policy changes, careful consideration of the effects on R&D is needed.

Requested by:

House Committee on Energy and Commerce

Hon. John D. Dingell, Chairman

Hon. Henry A. Waxman, Chairman, Subcommittee on Health and the Environment

Industrial Energy Efficiency April 1993

This report focuses on energy use in industry, and how government policy can affect it. Trends and patterns in industrial energy use are reviewed, energy-efficient industrial equipment and practices are described, and the factors that influence corporate investment in efficient technologies are explored. Lastly, past Federal efforts to improve industrial energy efficiency are reviewed, and policy options for encouraging the further development and adoption of efficient industrial technologies are discussed.

Requested by:

Senate Committee on Governmental Affairs

Hon. John Glenn, Chairman

Senate Committee on Energy and Natural Resources

Hon. J. Bennett Johnston, Chairman

Hon. James A. McClure, then Ranking Minority Member

Hon. Timothy Wirth, then Chairman, Subcommittee on Energy Regulation and Conservation

Hon. Don Nickles, Ranking Minority Member

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*House Committee on Energy and Commerce**Hon. John Dingell, Chairman**Hon. Norman F. Lent, then Ranking Minority Member**Hon. Philip R. Sharp, Chairman, Subcommittee on Energy and Power**Hon. Carlos J. Moorehead, Ranking Minority Member**House Committee on Government Operations**Hon. Mike Synar, Chairman, Subcommittee on Environment, Energy, and Natural Resources**House Committee on Science, Space and Technology**Hon. James H. Scheuer, then Chairman, Subcommittee on Natural Resources, Agricultural Research and Environment***Drug Labeling in Developing Countries**

May 1993

This report evaluates the prescribing information—"labeling"—that U.S. multinational pharmaceutical companies include with drugs they sell in developing countries. Two-thirds of the labeling for a random sample of drugs from four countries failed to provide the information a physician would need to use the drug safely and effectively. Reliance on this labeling information alone could lead to serious or life-threatening medical problems, or at best, ineffective treatment. The options identified by OTA include, among others, reviving interest in an international code of conduct for drug labeling and requiring U.S.-based companies to provide the same information they provide in the United States with their products in developing countries.

*Requested by:**Senate Committee on Labor and Human Resources**Hon. Edward M. Kennedy, Ranking Minority Member (now Chairman)**House Committee on Energy and Commerce**Hon. John Dingell, Chairman**Hon. Henry Waxman, Chairman, Subcommittee on Health and the Environment***Access to Over-the-Road Buses for Persons with Disabilities**

May 1993

As part of the Americans with Disabilities Act, Congress instructed OTA to analyze the complex issues of access for all persons to over-the-road buses (OTRBs)—buses with a high passenger deck that are commonly used in fixed-route intercity service, as well as for charter and tour trips.

This report examines OTRB accessibility technologies, develops a definition of an accessible OTRB, estimates the cost of purchasing and operating such an OTRB, and investigates several other issues, including the state of the OTRB industry and the demand for accessible OTRB service. In addition, the report explores some options for Congress. Based on this analysis, OTA finds that the implementation of accessible OTRB service is both practical and achievable.

*Requested by:**Mandated under Public Law 101-336***The 1992 World Administrative Radio Conference: Technology and Public Implications**

June 1993

This report examines the outcomes and implications of the 1992 World Administrative Radio Conference (WARC-92) held in Spain in February 1992. WARC-92 reassigned radio frequencies to

support new radio-based technologies and applications—including digital audio broadcasting, low-Earth orbiting satellites, and personal communications services—as well as existing services such as high-frequency broadcasting and satellite-delivered mobile communications. The agreements reached at WARC-92 have profound implications for American consumers and businesses, U.S. competitiveness in radiocommunication systems and services, and overall U.S. radiocommunication policy.

The report complements and expands on a November 1991 background paper done by OTA, *The 1992 World Administrative Radio Conference: Issues for U.S. International Spectrum Policy*. That study concentrated on the U.S. WARC preparation process in the larger context of international radiocommunication policymaking. The current study presents an in-depth analysis of the radio technologies considered at WARC-92, discusses the issues involved in the implementation of the conference's decisions, and identifies lessons learned as a result of the WARC-92 preparation and negotiation process. The report presents various options for improving U.S. radiocommunication policymaking, both for future WARC preparations and as part of an overall plan for increasing the cohesiveness and focus of U.S. radio policy efforts.

Requested by:

Senate Committee on Commerce, Science and Transportation

Hon. Ernest Hollings, Chairman

House Committee on Energy and Commerce

Hon. John Dingell, Chairman

Defense Conversion: Redirecting R&D

June 1993

U.S. defense needs have changed fundamentally since the end of the Cold War. The Nation has begun the transition to an economy less devoted to defense, and further deep, sustained defense cuts are to be expected. The challenge is to keep dislocation of workers and communities to a minimum, and take advantage of opportunities to channel human and technological resources into building a stronger economy. The first report of this assessment (*After the Cold War: Living With Lower Defense Spending*) discussed the effects of lower defense spending on workers, communities, and companies. It considered options for easing the transition for displaced workers and hard-hit communities, and for investing in technology development and diffusion to promote growth and open new opportunities for displaced workers and defense-dependent communities. The second and final report of the assessment focuses on redirecting federally funded research and development from military to commercial or dual-use activities. The report addresses the short-term problems that must be solved in order to maintain industry interest in cooperative research and development agreements. In addition, it addresses the longer-term issue of whether or not and how the Nation might craft new technology-based national initiatives to take up some of the economic slack left by declining defense spending. As illustrations, the report considers how high-speed ground transportation (maglev and steel-wheel trains) and clean cars could contribute to the national technology base, stimulate industrial development, and create good jobs.

Requested by:

Senate Committee on Foreign Relations

Hon. Claiborne Pell, Chairman

Senate Committee on Labor and Human Resources

Hon. Edward M. Kennedy, Chairman

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Senate Committee on Commerce, Science, and Transportation

Hon. Ernest F. Hollings

Senate Committee on Labor and Human Resources

Hon. Orrin Hatch, then Ranking Minority Member

Senate Committee on Armed Services

Hon. Jeff Bingaman, Chairman, Subcommittee on Defense, Industry and Technology

House Committee on Interior and Insular Affairs

Hon. Morris Udall, Chairman

House Committee on Government Operations

Hon. John Conyers, Jr., Chairman

Hon. Doug Barnard, Jr., then Chairman, Subcommittee on Commerce, Consumer and Monetary Affairs

An Inconsistent Picture: A Compilation of Analyses of Economic Impacts of Competing Approaches to Health Care Reform by Experts and Stakeholders

June 1993

In this report, OTA compiles available analyses of the anticipated impact of selected approaches to health care reform—single payer, play-or-pay, individual vouchers or tax credits, and managed competition—on national health care spending and savings; Federal, State and local budgets; employers; employment; households; other costs in the economy; and administrative costs. OTA found that the analyses of the approaches and their variants are typically not comparable to one another; thus, the resulting quantitative estimates do not provide a consistent basis for projecting the potential economic impacts or proposed reforms. In order to assist policymakers as they compare available analyses, the report provides a checklist of key questions to ask regarding the various approaches or proposals and analyses of them.

Requested by:

Senate Committee on Labor and Human Resources

Hon. Edward M. Kennedy, Chairman

House Committee on Energy and Commerce

Hon. John Dingell, Chairman

Endorser:

Hon. Charles Grassley, TAB member

Energy Efficiency Technologies for Central and Eastern Europe

July 1993

Technology transfer to improve the efficiency of energy use is a highly cost-effective way to support economic reform, democratization, and stability in the former Communist countries. Energy is used very wastefully in Russia, Ukraine, Poland, Hungary and other formerly centrally planned economies. This waste limits economic development and contributes to local and global environmental degradation. Thus this report is timely for congressional deliberations on assistance to the region, on how to increase U.S. exports, and on how to reduce environmental problems.

This report, the first publication from the assessment, *Energy and Environmental Technology Transfer to Central and Eastern Europe*, focuses on the improvement of energy efficiency. It reviews how energy is used in the former centrally planned economies. Then it analyzes the potential effectiveness of modern technology in reducing energy waste and the factors that constrain improvements. The report also examines government programs assisting energy efficiency technology transfer and opportunities for U.S. businesses. Finally, it discusses congressional policy options to support technology transfer.

*Requested by:**Senate Committee on Environment and Public Works**Hon. Quentin N. Burdick, then Chairman**Hon. Joseph I. Lieberman**House Committee on Foreign Affairs**Hon. Dante B. Fascell, then Chairman**Hon. Lee H. Hamilton (now Chairman)**House Committee on Energy and Commerce**Hon. John Dingell, Chairman**Hon. Norman F. Lent, then Ranking Minority Member**Hon. Philip R. Sharp, Chairman, Subcommittee on Energy and Power**Hon. Carlos J. Moorhead**Senate Committee on Foreign Relations**Hon. Claiborne Pell, Chairman**Hon. Jesse Helms, Ranking Minority Member**Hon. Joseph Biden, Jr., Chairman, Subcommittee on European Affairs**Hon. Larry Pressler, then Ranking Minority Member***Who Goes There: Friend or Foe?**

July 1993

This report examines the causes of fratricide, or "friendly fire," in combat and ways to reduce this tragic loss of life. Better identification, using both beacons and improved sensors, is obviously one way to reduce fratricides due to mistaken identification. Other equipment, although not designed primarily to reduce fratricide, will have that additional benefit. For example, improved communication and navigation equipment will make military units less likely to fire mistakenly on their nearby friends. Not all measures will require new equipment; changes in training, tactics, and doctrine can also reduce fratricide.

*Requested by:**House Armed Services Committee**Hon. Les Aspin, Chairman**Hon. Bill Dickenson, Ranking Minority Member***Adult Literacy and New Technologies: Tools for a Lifetime**

July 1993

Improving adult literacy in America is critical to the Nation's social and economic well-being. Computer, video, and telecommunications technologies can play an important role in addressing this complex issue.

The report examines America's literacy problem, shows how standards and requirements for literacy have increased over time, and documents the large number of Americans in need. The report focuses on the unique instructional needs of adult learners, now only partly met by the patchwork of adult literacy programs. The report analyzes how Federal policies have created an expanded but fragmented system and considers how technology could help overcome some problems faced by programs and learners.

Finally, the report considers why the potential of technology is not being exploited, identifying significant barriers that inhibit wider and more sophisticated uses. A future in which new applications of technology serve more adults and enable them to learn anyplace, anytime, is sketched. Options for Congress center on building a base of technology for literacy, improving the system of adult literacy education, experimenting with new alternatives, and rethinking the Federal role.

Requested by:

House Committee on Education and Labor

Hon. Augustus F. Hawkins, then Chairman

Hon. William F. Goodling, Ranking Republican Member

Hon. William D. Ford, member (now Chairman)

Hon. Thomas C. Sawyer, member

Senate Committee on Labor and Human Resources

Hon. Edward M. Kennedy, Chairman

Hon. Orrin G. Hatch

Endorsed by:

Joint Economic Committee

Hon. Lee H. Hamilton, Chairman

Hon. William V. Roth, Jr., Ranking Republican Member

The Future of Remote Sensing from Space: Civilian Satellite Systems and Applications

July 1993

This report is the first major publication of an on-going assessment of Earth Observation Systems. It examines the future of civilian remote sensing satellites and systems. In particular, it provides a guide to the sensors and systems operating today and those planned for the future. The report also explores issues of innovation in remote sensing technology and briefly examines the many applications of remotely sensed data. In addition, the report examines the use of civilian data for military purposes, although it does not investigate the potential civilian use of classified remotely sensed data acquired for national security purposes.

Requested by:

House Committee on Science, Space and Technology

Hon. George E. Brown, Jr., Chairman

Senate Committee on Commerce, Science and Transportation

Hon. Ernest F. Hollings, Chairman

Hon. Albert Gore, Jr., then Chairman, Subcommittee on Science, Technology, and Space

Hon. Larry Pressler, Ranking Member

Water for Walker Lake

September 1993

The surface elevation of Walker Lake has fallen about 120 feet since the early 1900's, due largely to agriculture diversions and OTA was asked if any steps could be taken to prevent this continuing decline in lake levels. The decline in water levels has reached the point that a number of experts believe that the Lahontan cutthroat trout, the basis for recreational fishing in the lake, are seriously threatened by increasing concentrations of dissolved solids in the lake.

In this report, OTA concludes that there are many technical opportunities to increase the inflow of water to Walker Lake, and thus to decrease the concentrations of total dissolved solids. But for this to happen it will first require that the various interest groups in the Walker Lake watershed begin talking to each other in order to develop a common understanding of the problem; to more

precisely identify areas of agreement and disagreement; to promote the development of factual information that can reduce factual disputes, and to identify solutions and seek ways to implement them. The report outlines three specific steps that can be taken to help achieve these goals.

Requested by:

Sen. Harry Reid

Alternative Coca Reduction Strategies in the Andean Region
September 1993

This report analyzes crop substitution and biological control as methods to reduce Andean coca production. Development-oriented strategies for coca reduction, such as crop substitution, have been implemented since the 1970s and have focused on identifying high-value crop production alternatives for those involved in the coca trade. Coca eradication has been an intermittent companion to development and while it primarily has been accomplished using chemical or manual techniques there is renewed interest in investigating the potential for biological control technology as an eradication option.

The report describes opportunities and constraints to coca reduction that are created by coca's influential role in Andean countries. Coca has been important in South America for nearly 4,000 years and remains a critical element in traditional Andean culture. Today, coca-derived substances also dominate Andean economies, largely due to social inequities and economic and political unrest. Supply reduction programs that address these root causes of coca expansion are likely to include components such as: investment in economic opportunities for rural and urban populations involved directly and indirectly in the coca trade; increasing rural justice and governmental representation; and an array of social services.

Finally the report identifies broad opportunities for improving coca reduction efforts, including: creating national incentives for alternative development, coordinating development and control activities, and pursuing integrated national development. Supply reduction generally and alternative development specifically are inherently slow, requiring a significant commitment of time and energy to achieve measurable success.

Requested by:

Senate Committee on Labor and Human Resources

Hon. Orrin G. Hatch, then Ranking Minority Member

Senate Committee on the Judiciary

Hon. Joseph R. Biden, Jr., Chairman

Hon. Strom Thurmond, then Ranking Minority Member

House Select Committee on Narcotics Abuse and Control

Hon. Charles B. Rangel, Chairman

Hon. Lawrence Coughlin, Ranking Minority Member

Aging Nuclear Power Plants: Managing Plant Life and Decommissioning
September 1993

Currently, 107 operating nuclear power plants supply over 20 percent of the Nation's electricity. As these plants age, issues related to the plant lives and decommissioning are likely to become much more visible and draw more public attention. This report examines the following: the outlook for safety management and economic life decisions for the Nation's existing nuclear power plants as

they age; the prospects for decommissioning; and current and potential Federal efforts that could contribute to more timely and better-informed plant life and decommissioning decisions.

Requested by:

Senate Committee Governmental Affairs

Hon. John Glenn, Chairman

House Committee on Energy and Commerce

Hon. John Dingell, Chairman

Hon. Philip Sharp, Chairman, Subcommittee on Energy

Dismantling the Bomb and Managing the Nuclear Materials
September 1993

This report analyzes problems facing current efforts to dismantle nuclear weapons and manage the resulting nuclear materials. Existing opportunities to move forward and make significant progress in nuclear weapon stockpile reduction and control of future risk from nuclear weapons are identified in this report. Such efforts and opportunities will be unprecedented and challenging and require substantial resources, talent and enduring dedication within government institutions.

Among issues analyzed in this report are current nuclear warhead retirement and dismantlement plans; possibilities and plans for disposal of nuclear materials; the public's concerns about dismantlement; environment, safety and health practices and issues; and dismantlement activities in Russia. Various initiatives that Congress could consider to establish a national policy, determine the next steps in warhead dismantlement and nuclear materials management, approach decisions on the ultimate disposition of nuclear materials, enhance the institutional capabilities necessary to ensure success and encourage sound dismantlement and materials management in Russia are suggested in this report.

Requested by:

Senate Committee on Governmental Affairs

Hon. John Glenn, Chairman

Hon. William V. Roth, Jr., Ranking Minority Member

Proliferation of Weapons of Mass Destruction: Assessing the Risks
September 1993

Since the end of the Cold War, the proliferation of weapons of mass destruction has become one of the United States' most urgent national security and foreign policy concerns. By establishing a system of obstacles, disincentives, rewards, and international norms or rules of behavior, the international community can lessen the desire for and increase the costs of acquiring these weapons. In this report, OTA describes what nuclear, chemical, and biological weapons can do, analyzes the consequences of their spread for the United States and the world, and summarizes technical issues for monitoring and controlling their production. This report also explains the array of policy choices that can be used to combat proliferation, identifying tradeoffs and choices that confront U.S. and international policymakers.

Requested by:

Senate Committee on Foreign Relations

Hon. Claiborne Pell, Chairman

Hon. Jesse Helms, Ranking Minority Member

Senate Committee on Governmental Affairs

Hon. John Glenn, Chairman

Hon. William V. Roth, Jr., Ranking Minority Member

Multinationals and the National Interest: Playing by Different Rules
September 1993

In the post cold war period, the role of multinational enterprises (MNEs) in the global economy is changing faster than the rules that govern their activities. At the same time, significant asymmetries in the national policies of the major trading nations have developed, which may ultimately undermine the post World War II system of international trade and investment. Multinationals are central to this process because they are major international conduits of technology, goods, and services. They also provide quality jobs and capital that support economic growth and a high standard of living.

The policy questions turn on two issues: 1) how to achieve a rough balance between the needs of MNEs to achieve global efficiency on the one hand, and the need of nations to retain technical and industrial competitiveness on the other; and 2) how to achieve and sustain an equitable distribution of advanced technology and manufacturing capabilities among competing economies.

Requested by:

Senate Committee on Commerce, Science and Transportation

Hon. Ernest Hollings, Chairman

Hon. John D. Rockefeller, Chairman, Subcommittee on Foreign Commerce and Tourism

U.S. Telecommunications Services in European Markets
September 1993

This report examines the entry of U.S. telecommunications firms, including regulated carriers, into European markets. Although these markets are still largely reserved for state-owned public telephone operators, U.S. carriers are successfully competing in some specialized markets, including cellular communications and cable television. OTA concludes that political, technological, and economic trends will soon bring about wider access to European telecommunications services markets, and U.S. firms will be strong competitors because of their growing experience in developing innovative services for corporate clients.

The U.S. economy can benefit greatly from increased trade in communications and information services and from the support that U.S. carriers provide for other U.S. firms operating in global markets. At the same time, these foreign ventures raise some domestic policy issues, including the adequacy of long-term industry investment in domestic infrastructure modernization and in research and development. The report suggests that policymakers should pay continuing attention to trends in these areas.

Requested by:

House Committee on Foreign Affairs

Hon. Dante B. Fascell, then member

Senate Committee on Finance

Hon. Lloyd Benson, then Chairman

Hon. John C. Danforth, Ranking Minority

OTA Assessment: The Department of Veterans Affairs Persian Gulf Veterans' Health Registry
September 1993

Public Law 102-585, the Persian Gulf War Veterans' Health Status Act, charged the Director of OTA with assessing the potential utility of the Department of Defense (DoD) and Department of

Veterans Affairs (VA) Persian Gulf registries created under that law and earlier legislation. The law calls for separate OTA reports on the VA and DoD registries.

A good start has been made on all facets of the registry complex (including both DoD and VA activities). However, improvements are needed at this stage to make the VA registry more useful and to lay a better foundation for coordination among the pieces of the registry complex once they are complete. In a review of the draft report, both DoD and VA indicated agreement on most of the points raised and VA signaled their intention to act on OTA's conclusions.

Requested by:

Mandated under Public Law 102-585

Pulling Together for Productivity: A Union-Management Initiative at U S WEST, Inc.

September 1993

The report describes the costs and benefits of worker involvement in implementation of new technology in the telecommunications business. It includes both a case study of a labor-management partnership in the Home and Personal Services (HPS) Division of U S WEST Inc., a regional telephone company, and an analysis of recent research on employee involvement programs. The report found that the HPS Division increased revenues, eliminated unnecessary work, and improved customer service through involving workers and their unions in the company's effort to restructure. At the same time, the workers won temporary job security, their wages have been maintained, and the quality of customer contact jobs improved. But the evolving nature of the labor-management relationship at U S WEST, Inc. illustrates the difficulty of sustaining high-wage, high-skill strategies that benefit both firms and workers. Subsequent to completion of this report, U S WEST, Inc. announced reorganization plans that will eliminate about 14% of their workforce over a three year period. Although the unions continue to participate in job redesign teams and work process improvement teams in the HPS Division, the partnership relationship has changed.

Requested by:

Senate Committee on Commerce, Science, and Transportation

Hon. John Kerry, Chairman, Subcommittee on Foreign Commerce and Tourism

Hon. John D. Rockefeller IV, Chairman, Subcommittee on Science, Technology, and Space

The Continuing Challenge of Tuberculosis

September 1993

The report defines current understanding of tuberculosis in the United States and examines the Federal role in its control. After having declined for 30 years, the overall incidence of tuberculosis is again on the rise. Especially hard hit are economically-disadvantaged people, racial and ethnic minorities, and foreign-born individuals. The report concludes that, unchecked, these trends represent a profound threat to communities already saddled with poor health, poverty, and other social problems.

In addition to reviewing the state of research into new preventive, diagnostic, and therapeutic technologies, the report pays special attention to the delivery of effective tuberculosis services, the emergence of multidrug resistant tuberculosis and the relationship between tuberculosis and the human immunodeficiency virus that causes AIDS. At a time when the Nation is focused on health care reform, the threat of tuberculosis reminds us of the importance of maintaining a strong public health infrastructure.

Requested by:

House Committee in Energy and Commerce

Hon. Henry A. Waxman, Chairman of Subcommittee on Health and the Environment

House Committee on Government Operations

Hon. Ted Weiss, then Chairman of Subcommittee on Intergovernmental Relations and Human Resources

Harmful Non-Indigenous Species in the United States

September 1993

This report examines the economic, environmental, and health impacts of harmful non-indigenous species (NIS)—those damaging animals, plants, and microorganisms found outside their natural range. It assesses the species' routes and rates of entry, their numbers, and their costs. The report covers technologies for making decisions about species importation and control as well as the particular methods for implementing these decisions, e.g., chemical and biological control.

Additionally, the report provides a survey of Federal legislation and activities, State laws and regulations, and local, regional, and international approaches. The report highlights severe problems in Hawaii and Florida; compares NIS to genetically engineered organisms for mutually helpful lessons; and explores a future when new technology, freer trade, and climate change may propel further species spread. The report finds that the number of damaging new NIS continues to grow and those already in the country are spreading further. Thus, these issues are becoming increasingly important to Congress, to resource managers, and to those who import, sell, and use NIS.

Requested by:

House Committee on Merchant Marine and Fisheries

Hon. Walter B. Jones, then Chairman

Hon. Robert W. Davis, then Ranking Minority Member

Hon. Gerry E. Studds, then Chairman, Subcommittee on Fisheries and Wildlife Conservation and the Environment

Hon. Henry Nowak, then Chairman, Subcommittee on Water Resources

Hon. Hertel, then Chairman, Subcommittee on Oceanography and Great Lakes

House Committee on Energy and Commerce

Hon. John Dingell, Chairman

Endorser:

Hon. Amo Houghton, member of TAB

Protecting Privacy in Computerized Medical Information

September 1993

The Clinton administration's health care reform proposal envisions a system for exchange of information to improve patient care, enhance resources for medical research and education and lower health care costs. The proposal relies heavily on telecommunications and information technology. This report examines the implications of computerized medical information and the challenges it brings to individual privacy.

The report analyzes: 1) the nature of the privacy interest in health care information and the current state of the law protecting that information; 2) the nature of proposals to computerize health

care information and the technologies available to both computerize and protect privacy in the information; and 3) models for protection of health care information.

Requested by:

Senate Committee on Governmental Affairs

Hon. David Pryor, Chairman, Subcommittee on Federal Services, Post Office and Civil Service

House Committee on Governmental Affairs

Hon. Bob Wise, Chairman, Subcommittee on Government Information, Justice and Agriculture

Making Government Work: Electronic Delivery of Federal Services

September 1993

The report examines the potential of computer and telecommunication technologies for delivering Federal services electronically. It concludes that Congress will need to pay special attention to policy and oversight to assure that these technologies benefit all citizens—not just the affluent and highly educated—and result in less costly and more effective delivery.

The report provides Congress with alternative strategies for improving the performance of government by using modern information technologies. The report offers new perspectives to Congress as it considers reauthorizing the Paperwork Reduction Act and responds to the administration's "National Performance Review" and "National Information Infrastructure" initiatives. More broadly, the report will contribute to the public debate over the role of information technology in reinventing government.

Requested by:

Senate Committee on Governmental Affairs

Hon. John Glenn, Chairman

Contributions of DoE Weapons Labs and NIST to Semiconductor Technology

September 1993

The report assesses the potential contributions the Department of Energy nuclear weapons laboratories—Lawrence Livermore, Los Alamos, and Sandia National Laboratories—and the labs of the National Institute of Standards and Technology can make to advancing semiconductor product and manufacturing process technologies. NIST labs, in particular, have contributed to semiconductor petrology (measurement science) and materials understanding for many years, and to a lesser extent, so has Sandia. With the end of the Cold War, however, and the interest of DoE and the labs in diversifying their work into non-military areas, all three DoE labs are interested in finding ways to work collaboratively with the industry to advance technology. Many projects are already underway at all four laboratories, to the tune of over \$100 million as of September 1993. The report assesses the ability of the four labs to make further contributions, and whether additional measures could be taken to assure that these contributions are made efficiently and effectively. In particular, the paper concentrates on how work on civilian semiconductor technology is managed at the laboratories now, and how it could be managed were Congress to authorize a focused, strategic program to advance civilian semiconductor technology.

Requested by:

Hon. Ernest F. Hollings

Energy Efficiency: Challenges and Opportunities for Electric Utilities
September 1993

America's electric utilities increasingly are finding that helping their customers use energy more efficiently can be a cost-effective and reliable alternative for meeting electricity demand growth. This report examines the prospects for tapping the economic and technical resources of electric utilities to increase investment in energy efficient technologies. In particular, the report focuses on the potential contributions from utility integrated resource planning (IRP) and demand-side management (DSM) programs and Federal and state regulatory reforms. The report examines recent state regulatory initiatives to encourage utility energy efficiency programs and related federal programs. The report presents a range of Federal policy initiatives for supporting these utility efforts through expanded IRP and DSM programs, and regulatory reforms, and encouraging the development and availability of energy-efficient technologies for electric utilities and their customers.

Requested by:

Senate Committee on Governmental Affairs

Hon. John Glenn, Chairman

Senate Committee on Energy and Natural Resources

Hon. J. Bennett Johnston, Chairman

Hon. James A. McClure, then Ranking Minority Member

Hon. Timothy Wirth, then Chairman, Subcommittee on Energy Regulation and Conservation

Hon. Don Nickles, Ranking Minority Member, Subcommittee on Energy Regulation and Conservation

House Committee on Energy and Commerce

Hon. John Dingell, Chairman

Hon. Norman F. Lent, then Ranking Minority Member

Hon. Philip R. Sharp, Chairman, Subcommittee on Energy and Power

Hon. Carlos J. Moorhead, Ranking Minority Member, Subcommittee on Energy and Power

House Committee on Science, Space and Technology

Hon. James H. Scheuer, then Chairman, Subcommittee on Natural Resources, Agricultural Research, and Environment

House Committee on Government Operations

Hon. Mike Synar, Chairman, Subcommittee on Environment, Energy, and Natural Resources

Benefit Design in Health Care Reform: Clinical Preventive Services
September 1993

The report examines the perception that clinical preventive services are "good investments" and, as such, are potentially good candidates for health insurance coverage. The report finds that many clinical preventive services have not been evaluated; therefore their value is unknown. Other clinical preventive services have been found to be effective in protecting health, but they would not reduce health expenditures on a large scale. A very few services have been found to be both effective and cost-saving to society.

Requested by:

Senate Committee on Labor and Human Resources

Hon. Edward M. Kennedy, Chairman

Endorsed by:

House Committee on Energy and Commerce

Hon. John D. Dingell, Chairman

House Committee on Ways and Means, Subcommittee on Health

The Ranking Minority Member Willis D. Gradison

Hon. Charles Gassley

Background Papers

Genetic Tests and Health Insurance: Results of a Survey October 1992

As we increase our knowledge of human genetic diseases and improve our ability to diagnose and predict them, concern about denial or restriction of health care insurance is often raised. Yet little is known about either health insurers' attitudes toward reimbursement for genetic tests or policies for using test results in underwriting. To assess these views and practices, OTA surveyed commercial insurers, Blue Cross and Blue Shield plans, and health maintenance organizations that offer individual or medically underwritten group policies.

This background paper (part of the assessment *Cystic Fibrosis and DNA Tests: Implications of Carrier Screening*) summarizes information about cystic fibrosis and presents additional results that pertain to the broader topic of health insurers' practices and attitudes toward genetic information and genetic tests for diseases other than cystic fibrosis. It presents survey findings related to: how health insurers view information from various sources—e.g., genetic tests, other medical tests, or family histories—in underwriting decisions; current and future policies toward reimbursing consumers for the costs of genetic tests; and expectations about the impact and use of genetic tests and genetic information on health insurance.

Genetic Counseling and Cystic Fibrosis Carrier Screening: Results of a Survey October 1992

This background paper presents results for a 1991 OTA survey of 431 genetic counselors and nurse geneticists. It was conducted to better understand the environment in which the average genetic counselor or nurse in genetics works, to describe the infrastructure and tools available to these professionals, to assess the state of practice in the provision of CF carrier screening, and to evaluate their attitudes regarding CF carrier screening.

Federal and Private Roles in the Development and Provision of Alglucerase Therapy for Gaucher Disease October 1992

Gaucher disease is a rare inherited disorder in which the body lacks an enzyme necessary to break down fats. This background paper describes the development of alglucerase, illustrates the role that both the Federal Government and private sector can have in making new therapies available for orphan diseases, and lays out some of the tradeoffs that can exist between developing new medical technologies and controlling health care costs.

Science and Technology Issues in Coastal Ecotourism October 1992

Nature-based tourism, increasingly called "ecotourism"—one of the fastest growing sectors of tourism worldwide—is fast gaining the attention of developed and developing countries as a potential means to conserve natural resources and support sustainable economic progress. Particularly in areas with stagnant or recessionary economies, ecotourism is being looked to as a promising means to protect wildlife and ecosystems, to maintain rural aesthetic character, to provide economic alternatives to resource extraction activities, and to gain income for local communities.

This background paper summarizes information relevant to ecotourism development and coastal resource management and, where possible, identifies issues of special concern to U.S. Atlantic and Caribbean coastal and island areas. It presents information on the ecotourism trends; identifies issues related to resource conservation, ecotourism development and management, and planning; and presents questions for further consideration.

U.S. Banks and International Telecommunications
October 1992

U.S. banks competing in the European market for financial services are among the largest users of international telecommunications networks. Their ability to create innovative financial services and deliver them through public, private, and shared networks provides a competitive edge and allows financial services to contribute strongly to our positive trade-in-services balance. At the same time, however, reliance on electronic systems means increased risk to our national payment system, probably the most serious of the public policy issues related to U.S. banks and international telecommunications.

Part of the assessment, *U.S. Telecommunications Services in European Markets*, this background paper focuses on exporters of trade in services as users of global networks.

Coverage of Preventive Services: Provision of Selected Current
Health Care Reform Proposals
October 1992

This background paper describes prevention and clinical preventive services, and specifies the way in which OTA uses the concept of preventive services in its analysis of current health care reform proposals. It provides a "roadmap" to four major approaches to reform and it summarizes the preventive services proposed under selected health care reform proposals.

Hazards Ahead: Managing Cleanup Worker Health and
Safety at the Nuclear Weapons Complex
February 1993

Cold War nuclear weapons production has left a legacy of environmental contamination that is unprecedented in scope and complexity. The Department of Energy has begun cleaning up pollution at the Nuclear Weapons Complex (NWC)—an expensive, decades-long task that will require a workforce numbering tens of thousands of scientists, technicians, and laborers. Protecting their health and safety must be a major goal of this cleanup effort. Achieving this goal will require DoE to successfully confront significant technical and managerial challenges, but it also poses a unique opportunity to advance state-of-the-art occupational health and safety technologies and practices.

As part of an evaluation of environmental restoration and waste management at the DoE Nuclear Weapons Complex, this background paper examines risks workers might face in cleaning up contamination at the Complex and evaluates the effectiveness of DoE's occupational safety and health programs for cleanup workers.

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Data Format Standards for Civilian Remote Sensing Satellites

May 1993

This background paper addresses the important issue of the formats in which data from Earth remote-sensing satellites are stored, transmitted, and processed. At a workshop held on October 2, 1992, participants discussed the pros and cons of standardizing the formats for remote-sensing data, the question of how many different standards are needed, with what else should remote-sensed data be compatible, and who should set the standards.

Advanced Network Technology

June 1993

This background paper describes technologies needed to realize the vision of a national network that permits high-performance communication of images, video, sound, and other kinds of information. A national network with these capabilities would dramatically affect the way we go about science, manufacturing, education, health care, and entertainment. The background paper also outlines the progress of prototype networks funded as part of the High Performance Computing and Communications Program and analyzes the application of this research to tomorrow's information superhighways.

Health Insurance: The Hawaiian Experience

June 1993

Reform of the Nation's health insurance system is at or near the top of the Nation's domestic policy agenda. As policymakers consider the many directions the Nation could take, they often look to the States as laboratories. This background paper provides a detailed look at the State that is often considered a model for what other States can do to help provide that universal or near-universal health insurance coverage for their residents. The paper concludes that while in some respects Hawaii's approach remains an imperfect and incomplete patchwork of insurers, insured, payers, and providers, unlike many other States, Hawaii's patchwork appears to have achieved an enviable rate of health insurance coverage. Nonetheless, the country, and other States, should be aware of the limits to what can be learned from Hawaii's experience. Unfortunately, valid data are not available to demonstrate either the overall financial costs of Hawaii's approach or the benefits to residents in terms of health insurance coverage.

Chemical Weapons Convention: Effects on the U.S. Chemical Industry

August 1993

If ratified by the United States and enough other countries for it to enter into force, the Chemical Weapons Convention (CWC) will bring about a fundamental change in the practice of arms control. Unlike previous arms control agreements, which with a few rare exceptions have had little direct impact on private industry, the CWC imposes reporting an inspection requirement on thousands of U.S. chemical producers, processors, and consumers. Within certain limits, it also subjects any U.S. location—government or private—to the possibility of international "challenge" inspection. To implement the CWC, Congress must pass legislation that (among other things) specifies the rights

and obligations of U.S. firms, protects any proprietary information they may be required to submit, and reconciles the Treaty's inspection requirements with U.S. Constitutional safeguards against unreasonable searches and seizures. This background paper analyzes the likely effects of the CWC on the U.S. chemical industry. It concludes that extensive preparation on the part of U.S. industry will be needed to minimize the burdens of CWC compliance.

Development Assistance, Export Promotion, and Environmental Technology
August 1993

This background paper discusses environmental problems and markets for environmental technologies and services in developing countries. It reviews estimates of foreign aid (including environmental aid) provided by several advanced industrial countries, including Japan and Germany, as well as the United States. It discusses use of aid to promote exports, and the Helsinki package to limit tied aid credits that Organization for Economic Cooperation and Development (OECD) countries agreed to in late 1991. The paper's appendices discuss environmental markets in developing and newly industrialized countries, and U.S. export promotion programs pertinent to environmental technologies and services.

Accessibility and Integrity of Networked Information Collections
August 1993

This background paper was prepared as part of an OTA planning activity in partial fulfillment of Section 2385 of the Rural Economic Development Act of 1990 (Public Law 101-624).

Technological advances in networking—ranging from widespread use of Internet to development of the National Research and Education Network and National Information Infrastructure—are ushering a new era of information systems and online information resources. Networked information collections, or “digital libraries” will be an important part of this new infrastructure. However, without appropriate measures to ensure the integrity and proper use of network information resources, potential problems like plagiarism, corruption of databases, and improper use of copyrighted materials could impede development of networked information collections or limit their accessibility.

In this background paper, the perspective of the library community and its users and patrons in examining issues and potential problems facing digital libraries, with emphasis on accessibility, integrity, and the interrelationships between them is discussed. The paper identifies access and integrity problems that cannot appropriately be resolved by current technologies and institutions, and offers views concerning actions by Government and others that will be needed to address them.

Compilation of Abbreviations and Terms
September 1993

This background paper contains glossaries of terms and abbreviations compiled from selected OTA reports issued between 1987 and 1992 by the Health Program and the Biological and Behavioral Sciences Program.

Hip Fracture Outcomes in People Age 50 and Over: Mortality, Service Use, Expenditures, and Long-Term Functional Impairment
September 1993

Annually, more than 300,000 persons in the United States fracture a hip. The great majority of these people are age 50 and over, and one-third are age 85 and over. Hip fractures have severe consequences for many older people, and the public and private expenditures for their care are significant. This background paper provides information about in-hospital treatment, in-hospital and long-term mortality, post-hospital and outpatient service use, and long-term functional impairment following a hip fracture. OTA's estimates of 1990 expenditures for in-hospital and post-hospital services for people with a hip fracture are presented and compared with other widely cited estimates of the cost of hip fractures.

Aircraft Evacuation Testing: Research and Technology Issues
September 1993

This background paper explains and analyzes the current state of testing procedures used to certify aircraft in terms of emergency evacuation capability. A number of issues regarding the requirement for certification based on people evacuating an actual aircraft are reviewed, as are possible alternatives or supplements to the procedure. Technologies that might be considered for making survival times greater in a real emergency are identified.

Impact of Legal Reforms on Medical Malpractice Costs
September 1993

As policymakers seek to stem rising health care expenditures, the cost of compensating patients injured by medical malpractice is also being scrutinized. Only two malpractice liability reforms—limiting damages awarded (“caps on damages”) and requiring that the patient's primary insurer (i.e. health or disability insurer) be the first payer for medical injuries (“mandatory collateral source offset”)—have been shown to significantly reduce one or more indicators of the direct cost of the medical malpractice system. The evidence is limited, however, by the paucity of good data in some areas.

The direct costs of the medical malpractice system are probably less than 1 percent of total U.S. health care costs. The indirect costs of the medical liability system—primarily physicians' increased use of medical technology in response to the threat of suit—may add further to overall health care costs.

Potential Environmental Impacts of Bioenergy Crop Production
September 1993

This background paper focuses on the potential environmental impacts of bioenergy crop production. A number of groups have recently begun to explore the potential of biomass to substitute for fossil fuels. As the potential scale of use of biomass energy has become apparent, however, environmental concerns have been raised. This background paper finds that the net environmental impacts depend on what the land was previously used for, the particular energy crop grown, and

how the crop is managed. Substituting perennial energy crops for conventional agricultural row crops will under proper management generally improve soil quality, reduce soil erosion and runoff, reduce the use of agricultural chemicals, and improve habitat for a variety of wildlife. On the other hand, substituting energy crops for hay pasture, or well-managed Conservation Reserve Program lands will generally have mixed impacts. The paper also examines a variety of related R&D and commercialization issues.

Biomedical Ethics in U.S. Public Policy
September 1993

Over the past two decades, a desire for mechanisms to articulate common values and foster consensus about biomedical advances in the face of cultural and religious heterogeneity resulted in the creation of Federal bioethics commissions. In hindsight, clearly some of these efforts have had lasting, measurable impacts. For over a decade, though, no such initiative has been functionally operational.

In this background paper, OTA examines past, broad-based bioethics entities in the context of the question: If Congress decides to create a new Federal bioethics body, what DoEs past experience reveal about which particular factors promote success and which should be avoided? The background paper focuses on the successes and failures of four Federal bioethics initiatives: the National Commission for the Protection of Human Subjects of Biomedical and Behavioral Research, the Ethics Advisory Board, the President's Commission for the Study of Ethical Problems in Medicine and Biomedical and Behavioral Research, and the Biomedical Ethics Advisory Committee. It presents information on State and international initiatives, examines the statutes or legislation establishing the Federal bioethics bodies as well as the regulations and charters under which they have operated, and examines the potential outlook for biomedical ethics in policy decisionmaking.

Biopolymers: Making Materials Nature's Way
September 1993

This background paper provides an overview of the emerging class of biologically derived materials called biopolymers, their potential applications across many sectors of the economy, and associated environmental benefits. Biopolymers can be used as packaging materials, industrial chemicals, medical implant devices, adhesives, and even computer switching devices. In addition to producing "green" materials with unique physical and functional properties, the processes used to create biopolymers could lead to new manufacturing approaches that minimize energy consumption and waste generation. The background paper gives a basic introduction to biopolymer technology; profiles some of the more promising polymer materials; reviews research activities in the United States, Europe, and Japan; and describes the principal technical challenges and regulatory issues that may affect biopolymer commercialization efforts.

The Biological Components of Substance Abuse and Addiction
September 1993

This background paper is the first of two documents being produced by OTA as part of an ongoing assessment of *Technologies for Understanding the Root Causes of Substance Abuse and Addiction*. The background paper describes biological factors contributing to substance abuse and addiction.

Substance abuse and addiction are complex phenomena that defy simple explanation or description. A tangled interaction of factors contributes to an individual's experimentation with, use, and perhaps subsequent abuse of drugs. Regardless of the mix of contributing factors, the actions and effects exerted by drugs of abuse underlie all substance abuse and addiction. In order to understand substance abuse and addiction it is first necessary to understand how drugs work in the brain, why certain drugs have the potential for being abused, and what, if any, biological differences exist among individuals in their susceptibility to drugs of abuse.

Benefit Design in Health Care Reform: Patient Cost-Sharing
September 1993

This background paper examines the health services and economics literature to learn what is known about how patient cost-sharing affects the use of health care services, expenditures, and health outcomes. OTA's review found that patient cost-sharing does indeed lead patients to see their physicians less often, but that it does not appear to encourage patients to make more appropriate decisions about seeking care. OTA's review also brings into question how much we really know about the health implications of patient cost-sharing.

Information Systems Related to Technology Transfer:
A Report on Federal Technology Transfer in the United States
September 1993

This background paper examines all aspects of domestic technology transfer in the United States. It provides a perspective on meanings of technology transfer, its importance to the economic development of the Nation, and legislative initiatives concerning the process. The paper provides an overview of Federal support for research and development (R&D) and examines the prominent agencies and cross-cutting organizations principally involved in technology transfer and their programs and information systems. Most Federal R&D programs produce technical documents and publications, some of which are also provided in printed form to the National Technical Information Service (NTIS). These same agencies are cooperating with the National Technology Transfer Center (NTTC) to consolidate the information systems resources in electronic format to make them readily accessible to business and industry.

Administrative Documents

- Annual Report, January 1993
- Publications Catalog, January 1993
- Proceedings: Technology and Governance in the 1990s April, 1993
- Assessment Activities Brochure
- Information Brochure

15.B. Publication Information

Requests for OTA Publications

During fiscal year 1993, OTA's Publications Distribution Office processed over 21,538 requests for publications. Of these, 12,176 were telephone and 5,033 were mail requests. A majority of the non-congressional requests received in the Publications Distribution Office were referred to the U.S. Government Printing Office or the National Technical Information Service for purchase of OTA documents. Additional requests were processed by OTA program offices and the OTA Congressional and Public Affairs Office.

The Publications Distribution Office received requests for multiple copies of many of OTA's reports. The largest number of multiple requests for reports were for:

- Proliferation of Weapons for Mass Destruction: Assessing the Risks
- Dismantling the Bomb and Managing the Nuclear Materials
- Adult Literacy and New Technologies: Tools for A Lifetime
- U.S. Telecommunications Services in European Markets
- Testing in American Schools: Asking the Right Questions
- An Inconsistent Picture: A Compilation of Analyses of Economic Impacts of Competing Approaches to Health Care Reform by Experts and Stakeholders
- Defense Conversion: Redirecting R&D
- Advanced Network Technology
- Pharmaceutical R&D: Costs, Risks and Rewards
- The Menopause, Hormone Therapy and Women's Health
- U.S. Mexico-Trade: Pulling Together or Pulling Apart?
- Hazards Ahead: Managing Cleanup Worker Health and Safety at the Nuclear Weapons Complex
- Summary: Critical Connections: Communications for the Future
- Green Products by Design: Choices for a Cleaner Environment
- Difficult-to-Reuse Needles for the Prevention of HIV Infections Among Injecting Drug Abusers

Multiple copies of OTA reports and summaries were requested by various government agencies and private organizations including: Sandia National Labs; Morehead State University; Department of Interior; Spokane Community Mental Health Center; U.S. Arms Control and Disarmament Agency; U.S. Naval Academy; Literacy Volunteers of America; Industrial College of the Armed Forces; Department of Energy; General Accounting Office; British Embassy; National Center for Science, Teaching and Learning; Children's Hospital Medical Center; NASA Johnson Space Center; National Pharmaceutical Alliance; American Association of Advertising; Environmental Research Lab; National Academy of Sciences; Genetics and IVF Institute; Union Carbide Corporation; Department of Agriculture; Cornell University; National Research Council; Ford Motor Corporation; Embassy of Norway; Department of Commerce; U.S. Information Agency; Alzheimers Association; Department of State; Southern Illinois University; and Center for International Security and Arms Control.

The Superintendent of Documents, U.S. Government Printing Office, sold out several titles and reprinted the following three OTA titles during fiscal year 1993:

- The Menopause, Hormone Therapy and Women's Health
- Green Products by Design: Choices for a Cleaner Environment
- Hazards Ahead: Managing Cleanup Worker Health and Safety at the Nuclear Weapons Complex

Private Sector Reprinting of OTA Publications

OTA publications are occasionally selected by commercial publishers or private organizations for reprinting. For example, in fiscal year 1993 commercial publishers requested to reprint the following:

- Global Professional Publications, Englewood, CO:
Police Body Armor Standards and Testing: Volumes I and II
Global Standards: Building Blocks for the Future
Technology Against Terrorism: Structuring Security
Finding a Balance: Computer Software, Intellectual Property and the Challenge of Technological Change
- Community Policy Institute, Yokohama, Japan:
Finding the Rx for Managing Medical Wastes
- Keidanren, Japan Federation of Economic Organizations, Tokyo, Japan:
After the Cold War: Living With Lower Defense Spending
- Commonweal, Bolinas, CA
Unconventional Cancer Treatments

In addition, other agencies, organizations, and magazines requested the use of text, photographs, or other graphics from OTA publications for use in articles and reviews, including:

- San Jose State University (chapters from *Commercial Biotechnology: An International Analysis* and *Finding a Balance: Computer Software, Intellectual Property and the Challenge of Technological Change*);
- Council for Responsible Genetics (information from *Genetic Witness: Forensic Uses of DNA Tests*);
- Tilburg University, The Netherlands, (chapters from *Critical Connections: Communications for the Future*);
- League of Women Voters (information from *Complex Cleanup: The Environmental Legacy of Nuclear Weapons Production*);
- U.S. Environmental Protection Agency (information from *Facing America's Trash: What Next for Municipal Solid Waste?*) in a publication entitled, *Compendium for Materials on Municipal Solid Waste*;
- Nell Hodgson Woodruff School of Nursing, Emory University (information from *The Menopause, Hormone Therapy and Women's Health*);
- University of Missouri, Agricultural Economics (*Summary: A New Technological Era for American Agriculture*).

15C. Assessments in Progress as of October 1, 1993 and Related Legislation

Energy and Environmental Technology Transfer to Central and Eastern Europe

Improving the technology of energy production and use in Central and Eastern Europe could be crucial to efforts to support democratization and stability there. Modern energy technology can also dramatically reduce the emissions of pollutants which are significant contributors to massive environmental problems with serious international ramifications. Technology transfer will also relieve pressure on world oil and natural gas markets and provide other economic and political benefits for the United States.

This study will review the energy technology needs of several republics of the former Soviet Union plus Hungary, Poland, and Czechoslovakia. It will pay particular attention to increasing the efficiency of energy use, increasing oil production in Russia and Azerbaijan, natural gas production and transmission, nuclear safety, coal mining, and electric power production. Opportunities for reducing the emission of pollutants will be examined.

The study will then determine which technologies the United States can supply and how they can be facilitated. It will evaluate the impacts, both positive and negative, for the United States and for the recipients. Finally, it will analyze policy options for the Congress to influence technology transfers to maximize U.S. benefits, especially in light of budget constraints.

Possible Impact on Legislation:

The OTA report *Energy and Environmental Technology Transfer to the East Bloc* could provide assistance on a variety of legislation relating to foreign assistance appropriations, and new initiatives to export promotion, export/import controls, reform of foreign assistance programs, and various initiatives to provide assistance to former East Bloc countries.

Project Director: Alan Crane

Estimated publication date: Spring 1994.

Associated publication: "Energy Efficiency Technology for Central and Eastern Europe" (BP), published June 1993.

Requested by: Senate Committee on Environment and Public Works

House Committee on Foreign Affairs

House Committee on Energy and Commerce

Senate Committee on Foreign Relations

Renewable Energy Technology: Research, Development, and Commercial Prospects

New concerns over energy security, economic growth, and environmental quality are once again focusing interest on renewable energy technologies. Much has been learned during the past 15 years of work with these technologies and resources, but the environment in which they are being commercialized has changed considerably.

Renewable energy technologies offer many potential advantages. Liquid fuels can be domestically produced from biomass, reducing U.S. vulnerability to disruptions of foreign oil supplies. Electricity can be produced using wind, hydro, solar, or biomass powered generating technologies,

thus avoiding coal-fired power plants' emissions of acid rain precursors and greenhouse gases. Renewable energy technologies also have drawbacks. They are often more expensive, at least in terms of direct financial costs (not accounting for external costs), than conventional fossil fuel supplies. They are also often highly capital intensive per unit energy output. Finally, many renewable energy sources are intermittent and can only be used in baseload applications with both extensive interconnected networks as well as expensive storage devices.

This study would evaluate a wide variety of renewable energy technologies and resources on the basis of their security, economic, and environmental costs and benefits in the near-, mid-, and long-term. Systems that would be considered include solar (high-temperature thermal, low-temperature thermal, photovoltaic, passive); wind (electric); hydro (conventional, micro and low-head); biomass (liquids or solids); geothermal; and ocean (thermal, tidal). The study would begin with an assessment of renewable energy resources and costs on an individual basis, including the potential for further cost reductions through technological advances or economies of scale or learning in mass production. Important opportunities or bottlenecks at the R&D or commercialization stages would be identified. Finally, it would examine the potential of these technologies and U.S. competitiveness in both domestic and international markets.

Possible Impact on Legislation:

The background paper, *Potential Environmental Impacts of Bioenergy Crop Production* and the agriculture and forestry portions of the final report are directly relevant to a variety of issues likely to be considered as part of the proposed 1995 Farm Bill. The report has direct relevance to congressional consideration of a number of issues involving renewable energy technologies including: energy R&D authorizations and appropriations; oversight of the Energy Policy Act of 1992 (EPACT) incentives for renewable energy production and technology commercialization; and a variety of renewable energy related bills already submitted in the 103d Congress. The report also may prove helpful in consideration of the Administration's Clean Car Initiative and Climate Change Action Plan and various other proposals to expand use of alternative transport fuels.

Project Director: Sam Baldwin

Estimated publication date: Spring 1994

Associated publication: "Social Costs of Energy Use" (BP), Spring 1994.

"Potential Environmental Impacts of Bioenergy Crop Production" (BP), published September 1993.

Requested by: House Committee on Science, Space, and Technology

U.S. Energy Efficiency: Past Trends and Future Opportunities

The United States has achieved significant improvements in energy efficiency over the past decade-and-a-half, prompting some observers to speculate that additional improvements will be much more difficult to obtain, especially in an era of relatively low energy prices. Nevertheless, many technologists argue that the potential for improved energy efficiency in virtually all sectors of the economy is far from being fully utilized. Many policymakers consider continued improvements essential as Congress faces such issues as slowing the increase in oil imports in the 1990s, improving international industrial competitiveness of U.S. goods and services, and addressing local and global environmental issues such as acid rain, urban ozone, and global warming.

As Congress addresses such issues in considering pending energy and environmental legislation and review of the Administration's ongoing formulation of a National Energy Strategy, it is important that the technological, economic, and institutional opportunities, shortfalls, and impediments associated with achieving improvements in energy efficiency be understood. This assessment will focus on the technical potential and commercial prospects for future efficiency gains. It will analyze what has promoted and deterred efficiency gains in the recent past, the research and development required to deliver new energy efficiency technologies and alternative ways to accelerate commercial adoption of energy efficient technologies such as through efficiency standards, changes in energy pricing, or other regulatory mechanisms. The assessment will examine potential efficiency gains from the perspective of major end users: the residential and commercial sector, industry, transportation, and government, and the possible alternative roles of public and private sector involvement in promoting energy efficiency in these sectors.

In the course of this assessment OTA will draw heavily on its prior work in industrial energy use, analyzing trends in how energy use and the economy interact, examining the demand and supply outlook for energy, as well as the assessment on global climate change and extensive other studies.

Possible Impact on Legislation:

Several reports prepared as part of this assessment address issues relevant to legislative proposals in this Congress. The report on *Conserving Energy in the U.S. Transportation System* examines a broad range of mechanisms for reducing energy use and greenhouse gas emissions in the transportation sector. Mechanisms examined include regulatory, R&D, and incentive programs to boost automobile and light truck fuel efficiency and use of alternative fuels; various measures designed to reduce traffic congestion and encourage use of public transit, such as parking restrictions, HOV lanes, van and carpool incentives, transit system rehabilitation, intelligent highways, and various fees and taxes. These issues are likely to be relevant to: oversight of Clean Air Act requirements for transportation planning; transfers of highway funds to transit systems and congestion relief under the Intermodal Surface Transportation Efficiency Act; and potential legislation on corporate average fuel economy (CAFE), social cost accounting in transportation planning, and taxes on transport fuels.

The report *Energy Efficiency: Challenges and Opportunities for Electric Utilities* examines the potential for advancing the energy efficiency of the U.S. economy through technology improvements and institutional change in the electric utility sector. In particular, the report focuses on utility integrated resource planning (IRP), demand-side management (DSM) programs, and federal and state regulatory policy reforms to encourage investments in energy efficiency. While the Energy Policy Act of 1992 adopted a wide range of provisions affecting almost every aspect of energy production and use, it did leave unresolved several issues relevant to utility energy efficiency initiatives. Potential new legislative proposals likely to come before the Congress include authorization for joint review by State regulatory agencies of integrated resource planning by multi-state electric utility holding companies, and provisions for creation of voluntary regional transmission groups as an alternative to issuance of transmission orders by the Federal Energy Regulatory Commission. In addition, Congress will have an active role in oversight of expanded federal programs supporting energy efficiency, IRP, and DSM and regulatory reforms. OTA's analysis also could aid Congress in its review of reports by the Secretary of Energy on the effectiveness of various State and utility energy efficiency and planning programs required under EPACT and the President's Climate Change Action Plan.

Project Director: Peter Blair

Estimated publication date:

Associated publications: "Industrial Energy Efficiency" (R), published August 1993.

"Energy Efficiency: Challenges and Opportunities for Electric Utilities" (R), published September 1993.

"U.S. Transportation Energy Efficiency" (R), Fall 1993.

"Building Energy Efficiency" (R), published May 1992.

"Energy Efficiency in the Federal Government: Government by Good Example?" (R), published May 1991.

Requested by: Senate Committee on Governmental Affairs

Senate Committee on Energy and Natural Resources

Endorsed by: House Committee on Science, Space, and Technology, Subcommittee on Natural Resources, Agriculture Research, and Environment

House Committee on Energy and Commerce, Subcommittee on Energy and Power

Technology, Jobs, and Productivity in the Service Economy

Technology has changed the production and delivery of many services. This is most evident in information-intensive sectors like banking, but also, for instance, in travel and tourism (airline reservation systems, high-technology attractions like Epcot Center). Broadening the perspective to include "soft" technologies and the reorganization of work makes it plain that new technical systems are pervasive in the service economy.

The services will soon account for 80 percent of U.S. employment. Some service jobs are good ones, with wage/benefit levels comparable to manufacturing. But many service jobs offer low pay, little in the way of benefits, and limited prospects for advancement. As a whole, the services appear to put downward pressure on gross domestic product (GDP) per capita and U.S. living standards. One reason is lagging productivity growth.

Productivity improvements through technology might make it possible to support higher levels of wages and benefits, moving at least some service jobs from the "low-wage, low-skill, dead-end" category to the "high-wage, high-skill, good job" category. On the other hand, because labor-intensive services (e.g., retailing) have been major engines of job creation, rapid productivity increase, in conjunction with other ongoing shifts in the U.S. economy, could cut into job opportunities, perhaps contributing to "jobless growth" economic expansion alongside continuing high levels of unemployment.

OTA's approach to these issues will include: 1) case studies in selected service industries; 2) analysis of linkages between technology and productivity; 3) analysis of labor markets by sector and occupation; 4) consideration of policy options dealing, for example, with training and work organization, job security, labor law, business modernization, and job creation.

Possible Impact on Legislation:

Congress is considering a variety of bills designed to increase the productivity and competitiveness of U.S. companies. These bills would establish programs to upgrade both technology and the skills of the work force. They reflect a growing awareness in Congress that worker involvement as well as advanced technology is necessary to increase competitiveness.

S.4: A bill to promote the industrial competitiveness and economic growth of the United States by strengthening and expanding the civilian technology programs of the Department of Commerce, amending the Stevenson-Wydler Technology Innovation Act of 1980 to enhance the development

and nationwide deployment of manufacturing technologies, and authorizing appropriations for the Technology Administration of the Department of Commerce, including the National Institute of Standards and Technology, and for other purposes.

S.1020: A bill to promote economic growth and job creation in the United States by facilitating worker involvement in the development and implementation of advanced workplace technologies and advanced workplace practices and by identifying and disseminating information on best workplace practices.

S.1058: A bill to amend the Internal Revenue Code of 1986 to create real jobs in America through investment and savings incentives, to pay for such incentives by decreasing Federal spending, and for other purposes.

S.AMDT.374 to S.4: To help firms and workers, in a coordinated fashion, to take full advantage of advanced manufacturing technology, to improve productivity and quality, to adopt high-performance work organizations, and to create quality job opportunities by promoting research in and dissemination of innovative workplace practices and promote labor-management cooperation.

H.R.1362: A bill to amend the National Apprenticeship Act to require minimum funding for certain outreach recruitment and training programs, to restore a national information collection system, to require increases in force within the Bureau of Apprenticeship and Training of the Department of Labor and to limit decreases in such force, and for other purposes.

H.R.1454: A bill to provide for the development of workplace readiness competencies and voluntary national industry recognized skill standards, to promote school-to-work transition and youth apprenticeship, and for other purposes.

H.R. 1467: A bill to provide grants to community based organizations to provide employment and job training services, to provide grants to those organizations to provide attitudinal, motivational, and skills training to certain disadvantaged youths and adults, and for other purposes.

H.R.1950: A bill to provide assistance to families, enhance economic growth and opportunity and advance education reform.

H.R.2788: A bill to amend the Job Training Partnership Act to provide for the establishment of standards to ensure long-term economic self-sufficiency for participants in adult training programs carried out under part A of title II of that Act, and for other purposes.

H.R.2943: A bill to establish a comprehensive workforce preparation and development system in the United States.

Project Director: John Alic

Estimated publication date: Spring 1995

Requested by: House Committee on Education and Labor

Commercialization of Emerging Technologies

Technology commercialization is often named as one of the weaknesses of American firms. Concerns have been raised that both private and publicly funded U.S. technologies have found applications in foreign markets before they were introduced here. The VCR is a prominent example, and there are many others, including facsimile machines and winglets and laminar flow designs in commercial jet aircraft.

While the U.S. is commonly a leader in scientific research, that lead often DoEs not translate into innovation or successful commercialization. Innovators are not always market winners. Successful commercialization often has been done by companies that came very late to the business of developing the technology, or that just licensed already-developed technology. While the U.S. and many other developed countries have long supported research and development to compensate for well-understood market failures, that is no guarantee of commercial advantage; the connections between research and innovation, and between innovation and commercialization, are neither direct nor well understood. In addition to supporting technological advance, other key factors that affect companies' willingness and ability to innovate and commercialize technology must be accounted for as well.

This study will assess the importance if several factors in innovation and decisions to commercialize products in several case studies. The cases selected will be emerging technologies in areas expected to make disproportionate contributions to the nation's economic performance, such as, for example, flat panel displays, composite materials, replacements for harmful chemicals, or massively parallel computation.

The factors to be analyzed will include corporate strategies, technological uncertainties, market uncertainties, availability of finance, and government regulatory, tax, and technology policy. Depending on what case studies are chosen for deeper analysis, the focus on factors affecting decisions to commercialize technologies will become sharper.

Possible Impact on Legislation:

This study might inform both legislation intended to promote development of specific emerging technologies, such as high-performance computing, flat panel displays, and advanced lithography, and legislation intended to foster commercialization more generally. For the past few years, Congress has directed the Department of Defense to support joint industry/government partnerships in critical technologies and other industry-led programs in dual-use technologies. Several bills have already been introduced into the 103d Congress that deal with issues to be addressed in the Commercialization study.

H.R.23: A bill to encourage innovation and productivity, stimulate trade, and promote the competitiveness and technological leadership of the United States.

H.R.660 (and S. 512): A bill to facilitate the providing of loan capital to small business concerns, and for other purposes.

H.R.844: A bill to amend the Internal Revenue Code of 1986 to provide a permanent extension of the research credit

H.R.1208: A bill to establish the Civilian Technology Corporation to provide financial support for precommercial research and development in technologies that are significant to the technology base of the United States.

H.R.1229: A bill to provide for the establishment of a joint aviation research and development program between the Federal Aviation Administration and the Department of Defense, and for other purposes.

H.R.1450: A bill to promote the competitiveness of American businesses by reducing the national debt to lower the cost of capital, providing tax incentives to further enhance private capital formation, modernizing antitrust law to remove barriers to cooperative enterprise, instituting civil justice

reform to reduce litigious burdens, and reviewing new Federal regulations to prevent unintended effects, and for other purposes.

H.R.1675 (and S. 419): A bill to provide for enhanced cooperation between the Federal Government and the United States civil aviation manufacturing industry in aeronautical technology research, development, design, and commercialization, and for other purposes.

H.R.1757: A bill to provide for a coordinated federal program to accelerate development and dissemination of applications of high performance computing and high-speed networking, and for other purposes.

H.R.2875 (and S. 473): A bill to promote the industrial competitiveness and economic growth of the United States by strengthening the linkages between the laboratories of the Department of Energy and the private sector and by supporting the development and application of technologies critical to the economic, scientific and technological competitiveness of the United States, and for other purposes.

S.347: A bill to amend the Internal Revenue Code of 1986 to promote long-term investment and economic growth in the manufacturing sector, restore capital gains incentives, encourage research and experimentation, restore and make permanent the exclusion for employer-provided educational assistance, and for other purposes.

S.394: A bill to amend the Internal Revenue Code of 1986 to allow a credit for payments or contributions to certain cooperative research organizations, and for other purposes.

S.396: A bill to establish the Small Business Capital Access Program to enhance the availability of financing for small business concerns.

S.666: A bill to amend the Internal Revenue Code of 1986 to permanently extend and modify the credit for increasing research activities, and for other purposes.

S.978: A bill to establish programs to promote environmental technology, and for other purposes.

Project Director: Julie Gorte

Estimated publication date: Spring 1995

Requested by: Senate Committee on Commerce, Science and Transportation
House Committee on Science, Space and Technology

Multinational Corporations and U.S. Technology Base

The vast majority of private sector technology development and technology transfer within and among nations is conducted by multinational enterprises (MNEs). This project will assess how MNEs, both foreign and domestic, influence the U.S. economy its technology leadership, value-added manufacturing sector, skilled labor force, and future competitiveness. It will address the reasons why U.S.-based and other MNEs decide to conduct (or not to conduct) R&D and state-of-the-art manufacturing in the U.S.

Multinational enterprises will play a major role in the development and commercial application of technologies that are critical to the prosperity and security of the Nation. Accordingly, the study will analyze a range of existing laws, regulations and policy options which affect the likelihood that critical technologies will be developed and produced in the United States.

This assessment will examine the impact of foreign direct investment (FDI) on the health of the U.S. technology and manufacturing base. It will describe and analyze how assembly or turnkey manufacturing operations (run by MNEs with U.S. or foreign names) displace, augment, or otherwise affect indigenous technology development and manufacturing. The study will also address the mechanisms through which MNEs transfer innovative technology from one country to another. Questions to be addressed include whether foreign MNEs buy or finance U.S. high-technology firms to gain access to technological innovation.

Finally, all governments provide sanctions (both positive and negative) that affect the activities of domestic MNEs, foreign MNEs, and domestic-foreign corporate alliances operating in their home markets. Do some governments confer competitive advantages on domestic MNEs and/or impose burdens on foreign firms? This study will identify and compare relevant policies of European Community and Pacific Rim nations to those of the United States.

Possible Impact on Legislation:

H.R.23: A bill to encourage innovation and productivity, stimulate trade, and promote the competitiveness and technological leadership of the United States.

H.R.111: A bill to establish domestic content requirements for motor vehicles sold or distributed in interstate commerce in the United States.

H.R.763: A bill to encourage the establishment of free trade areas between the United States and certain Pacific Rim countries.

H.R.1876: A bill to provide authority for the President to enter into trade agreements to conclude the Uruguay Round of multilateral trade negotiations under the auspices of the General Agreement on Tariffs and Trade, to extend tariff proclamation authority to carry out such agreements, and to apply Congressional "fast track" procedures to a bill implementing such agreements.

H.R.1891: A bill to provide tax treatment for foreign investment through a U.S. Regulated Investment Company comparable to the tax treatment for direct foreign investment and investment through a foreign mutual fund

S.4: A bill to promote the industrial competitiveness and economic growth of the United States by strengthening and expanding the civilian technology programs of the Department of Commerce, amending the Stevenson-Wydler Technology Innovation Act of 1980 to enhance the development and nationwide deployment of manufacturing technologies, and authorizing appropriations for the Technology Administration of the Department of Commerce, including the National Institute of Standards and Technology, and for other purposes.

S.90: A bill to improve the enforcement of the trade laws of the United States, and for other purposes

S.502: A bill to amend the Tariff Act of 1930 to improve the antidumping and countervailing duty provisions, and for other purposes.

S.580: A bill to enhance the competitiveness of the United States in the global economy through the establishment of Department of Trade as an executive department of the Government, and for other purposes.

S.1132: A bill to provide for fair trade in motor vehicle parts, action under trade remedy laws for certain unfair trade practices, and for other purposes.

S.1173: A bill to provide for a comprehensive reduction in the United States bilateral trade deficit with Japan, to assure mutually advantageous international trade in motor vehicles and motor vehicle parts, and for other purposes.

Project Director: William Keller

Estimated publication date: Spring 1994

Associated publication: "Multinationals and National Interest: Playing by Different Rules" (R), published September 1993.

Requested by: Senate Committee on Commerce, Science, and Transportation
Senate Committee on Banking, Housing and Urban Affairs

American Industry and the Environment: Implications for Trade and U.S. Competitiveness

Industry throughout the world increasingly must take into account environmental issues such as ozone depletion and climate change. U.S. industry will face increasing environmental pressures, but also new opportunities, with different sectors affected differently. The challenge for American firms and the U.S. Government will be to resolve the need for environmentally sound practices with the need to stay competitive internationally. The study will assess several issues, including:

How do environmental issues, trade and competitiveness concerns interact in the international arena? OTA would examine possible difficulties for U.S. industry in competing with firms in countries that have different environmental standards or that provide their firms more government help (e.g., technical assistance, financial incentives). The study would also discuss the changing institutional context facing policymakers. Among the questions they confront: how to address environmental concerns in bilateral or multilateral trade negotiations (e.g., Mexican trade, the GATT), and how to address trade and competitiveness issues in new environmental treaties or agreements. In addition, transfer of environmental technologies is emerging as a key concern as the United Nations and other bodies focus on environment and development relationships among industrialized and developing economies.

How can American business and the U.S. economy benefit from the rapidly growing global interest in controlling emissions, treating wastes and preventing pollution? The market for environmental technologies, products and services could grow to \$300 billion per year by the end of this decade, reflecting heightened global environmental priorities. The study will assess whether American firms are well positioned to take advantage of these opportunities which are being aggressively pursued by Japanese and European firms. It will also examine the current and potential role of U.S. government to assist in the development of a strong "environment industry" through programs such as export promotion, foreign assistance, and research and development.

Possible Impact on Legislation:

In addition to the bills listed below, there are dozens of bills relevant to environmental technology development, export promotion, pollution prevention, foreign assistance and sustainable development.

H.R. 1446: Western Hemisphere Environmental, Labor, and Agricultural Standards Act of 1993. To provide for the multilateral negotiation of Western Hemisphere environmental, labor, and agricultural standards, to implement as US negotiating objectives in any free trade area negotiations pursuant to the Enterprise for the Americas Initiative.

H.R. 1830: Global Environmental Cleanup Act. To encourage foreign governments to adopt and enforce environmental pollution control standards to safeguard local environments from damaging industrial practices.

H.R. 2096: To amend the Export Import Bank Act of 1945 to promote the export of goods and services that benefit the environment.

H.R. 2112: National Environmental Trade Development Act of 1993. To provide for the development and implementation of a national strategy to encourage and promote opportunities for the United States private sector to provide environmentally sound technology, goods and services to the global market, and for other purposes.

H.R. 2224: A bill to establish the Office of National Environmental Technologies and for other purposes.

H.R. 2516: A bill to amend the Stevenson-Wydler Technology Innovation Act of 1980 to provide for the dissemination of source reduction and energy efficiency technologies.

S. 4: National Competitiveness Act of 1993. To promote the industrial competitiveness and economic growth of the United States by strengthening and expanding the civilian technology programs of the Department of Commerce, amending the Stevenson-Wydler Technology Innovation Act of 1980 to enhance the development and nationwide deployment of manufacturing technologies, and authorizing appropriations for the Technology Administration of the DoC, including NIST, and for other purposes.

S. 405: Environmental Innovation Research Act of 1993. To create and environmental innovation research program, and for other purposes.

S. 450: American Technology Advancement Act of 1993. To advance the development and transfer of environmental and other nonmilitary technologies, and for other purposes.

S. 722: Aid for Trade Act of 1993. To amend the Foreign Assistance Act of 1961 to reform United States bilateral economic assistance programs, and for other purposes.

S. 811: Environmental Competitiveness Act of 1993. To incorporate environmental concerns into technology programs established in the National Institute of Standards and Technology, and for other purposes.

S. 978: National Environmental Technology Act of 1993. A bill to establish programs to promote environmental technology, and for other purposes.

S. 979: Greentech Jobs Initiative Act of 1993. A bill to require the Administrator of the EPA to establish an environmental export program, and for other purposes.

S. 980: Hazardous Pollution Prevention Planning Act of 1993. To reduce hazardous pollution, and for other purposes.

S. 1074: A bill to provide for the development and implementation of a National Strategy to encourage and promote opportunities for the United States private sector to provide environmentally sound technology, goods and services to the global market, and for other purposes.

S. Res. 60: Supporting United States requests to reopen the December 20, 1991 draft final act text in the Uruguay Round to address areas of particular concern to US manufacturers, environmental and consumer groups.

S.J. Res 69: Providing for the US to assume a strong leadership role in implementing the decisions made at the Earth Summit by developing a national strategy to implement Agenda 21 and other Earth Summit agreements through domestic policy and foreign policy.

Project Director: Wendell Fletcher

Estimated publication date: Fall 1993

Associated publications: "Trade and Environment: Conflicts and Opportunities" (BP), published May 1992. "Development Assistance, Export Promotion and Environmental Technology" (BP), published August 1993.

Requested by: House Committee on Foreign Affairs

House Committee on Energy and Commerce

Senate Committee on Finance

Defense Modeling and Simulation

Over the past three decades, the Department of Defense has relied increasingly on computer-based models of combat to support procurement and force structure decisions, and on simulations to train commanders and equipment operators. Controversy has surrounded these efforts, primarily on the basis that as approximations of reality they have the potential to introduce misleading unreality into decision-making and training. In the past few years, improvements in computing technology and data acquisition have made it possible to base models and simulations on much more complete and detailed data, greatly reducing a source of error and expanding the potential of these technologies. For example, models using detailed data about actual terrain can enable service people to train under the same conditions troops will encounter in combat, using simulators loaded with the same data as will go into the guidance systems of real weapons. Major changes that have accompanied the end of the cold war reductions in defense spending and the introduction of much greater uncertainty into planning scenarios have increased the potential value of being able to solve problems through modeling and simulation rather than by more costly methods.

Many technological problems remain to be solved, however, before the full potential of this emerging technology can be realized. Over the next several years, Congress will be asked to fund development and application of these technology, and to endorse major decisions made based on their use. This assessment will help Congress understand the potential of the technology as well as the remaining problems. It will: 1) explain the technology and how it has developed; 2) assess the current state-of-the-art and potential for progress; 3) present a synopsis of what has been learned from several decades of efforts in modeling, simulation, and analysis; and 4) analyze the implications and impediments to realizing them. It will help Congress to understand the technology and its implications and issues raised by its development and use, and identify and choose among options for dealing with those issues.

Project Director: Brian McCue

Estimated publication date: Summer 1995

Requested by: House Committee on Armed Services

Senate Committee on Armed Services

Assessing the Potential Integration of Defense and Civilian Technology and Manufacturing

The dissolution of the Soviet Union has dramatically changed the military threat to the United States. However, the Nation will continue to face future national security challenges. Major

changes in world politics, the U.S. and global economy, and high technology industry are prompting the U.S. to pursue new strategies to ensure that a sufficient defense technology and industrial base is available in the future. One of the most widely discussed alternatives is increased integration of the civilian and defense technologies and industrial bases. The national security objectives of such integration include: reducing total costs of military equipment, gaining greater access to advanced technology, increasing the two-way technology flow between the defense and civilian sectors, and broadening the defense base by increasing the number of potential defense suppliers. Such integration might also promote international competitiveness of U.S. industry. While the idea of increased civil-military integration is widely supported, there is a perception that actual implementation has been slow. Similarly, while there has been much discussion of the advantages of greater integration and barriers to such integration, there has been relatively little hard analysis of specific opportunities to exploit civil sector technology and the implications of such exploitation. The relatively slow acceptance of greater integration has resulted in considerable frustration both in Congress and within the defense community.

This assessment will 1) provide Congress a better understanding of the current level of integration, 2) identify characteristics of specific technology and industrial sectors that lend themselves to integration and those in which integration appears difficult, 3) assess the implications of integration in specific cases, and 4) provide Congress some options to support the objective of increased civil-military integration.

Possible Impact on Legislation:

The following bills contain provisions that would authorize or restrict funding for civil-military integration or diversification of defense industries (one type of civil-military integration). OTA's options for increasing civil-military integration and OTA's findings on their benefits and difficulties of may influence voting on these bills and related bills that may be introduced.

H.R.1776: A bill to facilitate and assist in the economic adjustment and industrial diversification of defense industries, defense-dependent communities, and defense workers that are adversely affected by the termination or reduction of defense spending or defense-related contracts.

S.1298: An original bill to authorize appropriations for fiscal year 1994 for military activities of the Department of Defense, for military construction, and for defense activities of the Department of Energy, to prescribe personnel strengths for such fiscal year for the Armed Forces, and for other purposes.

H.R.629: A bill to amend title 44, United States Code, to promote improved public dissemination of Government information.

H.R.841: A bill to establish economic conversion programs in the Department of Defense to assist communities, businesses, and workers adversely affected by reductions in defense contracts and spending and closures of military installations and to provide an additional credit against Federal unemployment tax for States with reemployment assistance programs.

H.R.1259: A bill to provide for the economic conversion and diversification of industries in the defense industrial base of the United States that are adversely affected by significant reductions in spending for national defense.

H.R.1269: A bill to establish a comprehensive recovery program for communities, businesses, and workers adversely affected by the closure or realignment of military installations.

H.R.1776: A bill to facilitate and assist in the economic adjustment and industrial diversification of defense industries, defense-dependent communities, and defense workers that are adversely affected by the termination or reduction of defense spending or defense-related contracts.

H.R.2028: A bill to make appropriations for fiscal year 1994 for a community adjustment and economic diversification program in connection with Homestead Air Force Base, Florida.

H.R.2029: A bill to authorize the provision of community adjustment and economic diversification assistance in connection with the closure of Homestead Air Force Base, Florida.

H.R.2401: A bill to authorize appropriations for fiscal year 1994 for military activities of the Department of Defense, to prescribe military personnel strengths for fiscal year 1994, and for other purposes.

H.R.2498: A bill to assist community, business, and worker readjustment required as a result of the closure of military installations and reductions in defense spending, and for other purposes.

S.251: A bill to amend the Job Training Partnership Act to improve the Defense Conversion Adjustment Program, and for other purposes.

S.395: A bill to provide for a program for the diversification of the activities of certain Federal laboratories.

H.R.1880: A bill to mitigate the adverse effects on defense contractors and defense workers of reductions in defense spending.

H.R.2308: A bill to assist in the development of microenterprises and microenterprise lending.

H.R.2491: Public Law: 103-124

H.R.2707: A bill to establish the Community Development Fund, to promote community development lending by financial institutions in economically distressed areas, to authorize the Federal Home Loan Bank System to engage in activities to satisfy housing finance and community development needs that are not being met, and for other purposes.

H.AMDT.294 to H.R.2401: An amendment to reduce Defense Technology Reinvestment grants by \$300 million (which gets it to the level requested by the President), and to retain the current law requirement that potential technologies have dual-use applications. The bill seeks to eliminate the dual-use requirement.

H.AMDT.327 to H.R.3116: An amendment to provide that none of the funds appropriated may be used for a defense technology reinvestment project that is not selected pursuant to the applicable competitive selection and other procedures prescribed by law.

S.AMDT.950 to H.R.2295: To make available additional appropriations for the technology reinvestment portion of Defense conversion programs and to offset that authority from foreign assistance programs.

S.432: A bill to establish a commission to make the Federal Government more effective by promoting economy, efficiency, and consistency in Government programs and services.

S.1587: A bill to revise and streamline the acquisition laws of the Federal Government, and for other purposes.

S.1598: A bill to amend title 10, United States Code, to modernize Department of Defense acquisition procedures, and for other purposes.

S.AMDT.256 to S.CON.RES.18: To express the sense of the Senate that any amounts saved as a result of any reorganization and streamlining of the Federal Government should be applied to offset the cost of any economic stimulus package enacted in fiscal year 1993 and for deficit reduction.

Project Director: Jack Nunn

Estimated publication date: Winter 1993-94

Requested by: Senate Committee on Armed Services, and its Subcommittee on Defense Industry and Technology

House Committee on Armed Services

Earth Observations Systems

The United States and other countries now operate a variety of satellite remote sensing systems for monitoring the land, oceans, and atmosphere through-out the world. The United States currently operates Landsat and the weather satellite systems (both civilian and military). NASA scientific satellites and instruments probe the Earth's environment to assist scientific studies. NASA also plans to launch a series of sophisticated satellites (the Earth Observing System, or EOS) over the next two decades to gather global environmental data that would, among other things, assist in assessing global atmospheric warming and in managing Earth's natural resources. EOS, a major science project, which alone may cost more than \$30 billion over 20 years, would markedly affect NASA's future budgets, as well as its future mix of scientific missions. Also, NOAA and DOD are each planning new environmental satellite systems for their applications.

This assessment will explore the need for and nature of the data these systems would generate, and how the systems would be operated to provide useful information. NASA, NOAA, and DOD are responsible for developing the systems. Many government agencies and private sector entities would use data from the new systems for a variety of ongoing research and applications programs. Hence, this assessment will also assess how well the new systems would serve probable users by examining the data types, formats, and distribution methods. It will also assess how these systems can be organized to provide timely access to accurate data and information for decisionmaking and consider the role of users in the design process.

The United States pioneered the use of remote sensing in the 1960s and '70s. Now other countries manage or are planning a wide variety of remote sensing satellites that both complement and compete with U.S. systems. Many of these systems overlap the capabilities of U.S. systems. This assessment will also analyze the capabilities of these systems and suggest ways to improve our ability to cooperate with and/or to compete economically with other countries in this important arena.

Possible Impact on Legislation:

The Land Remote Sensing Policy Act of 1992 (P.L. 102-555).

Hearings on NASA's EOS program (House Space Subcommittee), the relationship between the U.S. Global Change Research Program (USGCRP) and EOS (House Space Subcommittee), and on the commercial sale of land remote sensing data (Senate Intelligence Committee).

Committee report for H.R. 2200 specifically mentions the report.

Project Director: Ray Williamson

Estimated publication date:

Associated publications: "Remotely Sensed Data From Space: Distribution, Pricing, and Applications" (BP), published July 1992.

"Future of Remote Sensing from Space: Civilian Satellite Systems and Applications" (R), published September 1993.

"Using Data from Space: Opportunities and Issues" (R), Winter 1993-94.

"NASA's Budget and the Mission to Planet Earth" (BP), Winter 1993-94.

"The USGCRP and NASA Earth Observing System" (BP), Fall 1993.

"Remote Sensing from Space: Institutional and International Issues" (R), Winter 1993-94.

"Data Format Standards for Civilian Remote Sensing Satellites" (BP), published May 1993.

Requested by: House Committee on Science, Space, and Technology

Senate Committee on Commerce, Science, and Transportation

Senate Committee on Appropriations, Subcommittee on VA HUD-Independent Agencies

Proliferation of Weapons of Mass Destruction

The abatement of the strategic competition between the United States and the Soviet Union, the Gulf War, and the dissolution of the U.S.S.R. have all brought the issue of the proliferation of weapons of mass destruction into the forefront of national security planning. Such weapons, which can range from hundreds to millions of times more deadly than conventional weapons of the same size, pose a serious challenge to the United States. In addition to the acknowledged nuclear powers, four other states almost certainly either possess nuclear weapons or could produce them on short notice. Several more may be making efforts to acquire them. Some twenty countries may be seeking to produce chemical weapons; ten or so may be pursuing biological ones. Even if they lack the means to attack the United States directly, states possessing these weapons threaten U.S. allies and U.S. vital interests. Ultimately they may be able to strike the United States, either directly or via terrorist organizations. The risks of conflict will intensify if nuclear, chemical, and biological weapons spread around the world, falling under the control of unstable governments, or of authoritarian (or even megalomaniacal) leaders not subject to the restraints of democratic governance or civilian control of the military. This assessment will compare the risks posed by proliferation of various weapons of mass destruction, assess the effectiveness of current nonproliferation policies, and formulate relevant Congressional policy options, including measures designed both to impede proliferation and to expose it.

Possible Impact on Legislation:

S.Con.Res.37: A concurrent resolution to state the sense of the Congress with respect to the proliferation of space launch vehicle technologies.

S.1054: Omnibus Nuclear Proliferation Control Act of 1993 (Also H.R. 2358)

S.1055: Nuclear Export Reorganization Act of 1993 (Also H.R. 2359)

H.R.2076: Nuclear Non-Proliferation Policy Act of 1993

H.R.3076: A bill to address the policy of the United States on plutonium use.

H.R.2333: International Relations Act of 1993, Containing State Department, USIA, and Related Agencies Authorization Act, Fiscal Years 1994 and 1995 and Foreign Assistance Authorization Act of 1993

S.1467: Foreign Assistance Act of 1993

S.1182: Arms Control and Nonproliferation Act of 1993

H.R.3000: Act For Reform In Emerging New Democracies and Support and Help for Improved Partnership with Russia, Ukraine and Other New States

H.R.344: A bill to prohibit exports of dual use items to terrorist countries, and for other purposes.

H.R.1991: United States-China Act of 1993

H.R.1948: Former Soviet Union Nuclear Threat Reduction Act of 1993

S.1172: Iran-Iraq Arms Non-Proliferation Amendments of 1993

H.Con.Res.137: A concurrent resolution to enhance United States efforts to stem the proliferation of weapons of mass destruction.

Project Director: Gerald Epstein

Estimated publication date:

Associated publications: "Assessing the Risks" (R), published September 1993.

"Technology Underlying Weapons of Mass Destruction" (BP), Fall 1993

"Policies for Government Action" (R), Spring 1994.

"Implications of the Chemical Weapons Convention for U.S. Industry" (BP), published August 1993.

Requested by: Senate Committee on Foreign Relations

Senate Committee on Governmental Affairs

House Permanent Select Committee on Intelligence

Teachers and Technology

Schools are increasingly investing in educational technologies of all kinds: computers, videodiscs, VCRs, calculators, multimedia players, and distance learning resources. The growth in hardware and software in schools in recent years has been dramatic. In 1988, there was an average of one computer for every 30 students in K-12 schools. Today this figure is closer to 1:16 and virtually every school has at least one computer and VCR. Furthermore, a growing body of research provides evidence of the positive effects of information technologies on students' learning, both in terms of better attitudes toward school and improved achievement. Many consider the integration of technology into the education process a tool for educational reform at all levels, as well as a contribution toward national economic competitiveness for the nation as a whole.

Despite this promise, technology alone is not sufficient for change; the effectiveness of technology depends on how it is applied. The classroom teacher remains the key to the effective use of technology in schools. However, most elementary and secondary teachers still do not use technology regularly in their teaching. They need training to learn about what the technology can do and how they can use it most effectively. They also need time to develop expertise and experience in using these teaching tools.

Building on its work in education and technology, OTA will conduct an assessment of technology and teachers. The study will focus on elementary and secondary school educators, and analyze how teachers are trained to use technology, both in preparation programs for new teachers and as a part of continuing professional development. The study will also look at how technology affects the process of teaching. Finally, it will explore how technology computers, video, and telecommunications networks of various kinds can be used to train teachers.

Possible Impact on Legislation:

S. 1040: Technology for Education Act of 1993 (Bingaman, Kennedy, Cochran)

S. 3. and H.R. 1757: High Speed Performance Computing and High Speed Networking Application Act of 1993

Reauthorization of Elementary and Secondary Education Act

Reauthorization of Chapter 1, Education for the Disadvantaged

Project Director: Kathleen Fulton

Estimated publication date: Fall 1994

Requested by: Senate Committee on Labor and Human Resources

Vocational Education Assessment Instruments

Vocational education is a crucial link in the school to work transition, and many students in American high schools participate in vocational education, take one course or perhaps a whole curriculum. Congress is interested in learning whether assessment instruments can be developed and implemented to identify a student's mastery of "technical knowledge in broad technical fields."

Most tests now used in connection with vocational education placement or certification are designed to measure mastery of specific coursework, rather than to measure wider, and possibly more transferable, skills. For example, an examination might focus on mastery of a course on repair of automotive engines, without attempting to measure general mechanical skills. This background paper would allow OTA to inform Congress about tests now in use, tests in development, and what steps would be involved in moving the country toward well-developed and certified tests that could meet the needs Congress has identified.

Project Director: John Wirt

Estimated publication date: Fall 1993

Requested by: House Committee on Education and Labor

Federal Aviation Research and Technology

The lack of long-term system operations and safety research at the Federal Aviation Administration (FAA) was identified in OTA's 1988 report, *Safe Skies for Tomorrow*, as a major deficiency in the Nation's aviation program. A robust FAA R&D program, aimed at an efficient, safe, and economically vigorous air system in the next century, is a must, if the United States wishes to retain its current dominance in this high technology field. Such a program also provides an essential underpinning for ensuring fast, convenient, safe, and efficient intercity travel and freight shipments.

However, an R&D program alone is not enough to ensure fulfillment of these goals. Introducing new technologies into a complex system where extreme safety is required and in which people and technically sophisticated equipment interact continuously is no easy task. Thus, applying the results of the R&D during ongoing air transport operations, ensuring adequate evaluation and modifications, and implementing new technology requirements and programs rapidly pose additional challenges for FAA.

While FAA is required under Public Law 100-591 (1988) to spend at least 15 percent of its R&D budget on long-term problems, the agency has focused its energies on developing and implementing the National Airspace System (NAS) Plan to modernize the air traffic system. Yet long-term issues related to human performance, aircraft integrity, increasing airport and air space capacity, and determining safety and system requirements for the next century need continued close study as the U.S. air system evolves.

OTA has been asked to examine the R&D programs at FAA and to give special consideration to the adequacy of long-term research efforts that look to future needs of the airspace system, to the ways new technologies are developed and brought online, and to the cost-effectiveness of the ways these activities are carried out. Questions to be addressed include:

- What long-term research programs exist and what are the most important new system capacity, operational, and safety areas to target?
- What can be done to encourage FAA to increase its focus on the long term, become more open to innovation, and make good use of the R&D resources in NASA and other public and private organizations?
- How could the evaluation and implementation processes for new technologies be changed to allow faster introduction of innovations?
- What changes to Federal R&D, technology implementation, and regulatory policies and guidelines are necessary to ensure both the safety and competitiveness of U.S. carriers in international operations?

Possible Impact on Legislation:

H.R. 242: A bill to provide financial assistance for the repair, reconstruction, and rehabilitation of highways, bridges, transit facilities, airports, and wastewater treatment works.

Funding for surface transportation R&D, as well as funding to implement Intelligent Vehicle/Highway Systems

S. 249: A bill to promote job creation and economic recovery through investment in transportation infrastructure, and for other purposes.

Funding for high-speed rail and/or magnetic levitation trains.

Multinational airline agreements, including regulation of foreign investment in U.S. airlines.

Project Director: Kevin Dopart

Estimated publication date: Winter 1993-94.

Associated publication: "Aircraft Evacuation Testing: Research and Technology Issues" (BP), published September 1993.

Requested by: House Committee on Science, Space, and Technology

Social Security Administration's Information Technology Automation Program

The Social Security Administration (SSA) operates the largest Federal benefit programs, with over 37 million citizens currently receiving social security benefits. SSA has, for the last 15 years, made concerted efforts to use information technology to help manage its massive case load. The long-

term SSA automation initiative, known as the System Modernization Program (SMP), has encountered difficulties but also made it possible for SSA to handle an increasing workload with considerably fewer staff.

SSA now is embarking on a new 5-year automation program, designated as a Presidential Priority System with requested funding of \$1.125 billion. The new system is intended to take advantage of recent advances in computers, telecommunications, networks, and work stations. GAO has raised concerns about SSA automation plans. The House Committee on Appropriation has requested an independent OTA review of technology-related issues raised by GAO.

OTA will review the: 1) technical justification and documentation of SSA's preferred information technology automation approach; 2) relationship of the automation program to SSA's long-term service delivery strategy; 3) use of intelligent work stations and local area networks within the SSA automation program and service delivery strategy; 4) SSA methodology for tracking the cost and performance results of automation and electronic delivery programs; and 5) implications if the SSA automation program for State involvement in disability determinations and other SSA activities.

OTA will draw on its recent directly related experience in government wide electronic service delivery and advanced network technology, and on prior studies of agency automation (including SSA). The assessment will include technology evaluations, interviews with SSA and other Federal agency personnel, site visits to SSA computer centers and field offices, and outreach to SSA recipients and senior citizen, consumer, labor, and other groups with an interest in SSA automation.

Project Director: Fred Wood

Estimated publication date: Spring 1994

Requested by: House Committee on Appropriations

Information Technology and the Health Care System

Health care services delivery and research are information intensive. Health professionals collect, create, and use large amounts of information while caring for patients; the clerical tasks involved in maintaining records are time consuming and divert time and energy from patient care. Sometimes previously collected information is not available when and where it is needed; the difficulties of communicating information can delay appropriate care or lead to expensive duplication of tests. Health care providers and others, like suppliers and payers, manage large amounts of information for administrative purposes, and the costs of processing this information adds to the cost of health care. In addition, providers, payers, medical researchers, and government policy makers need accurate information about the outcomes of various procedures and interventions in order to judge their effectiveness; this information is becoming especially important in managed care environments. Consumers, as well, could benefit from information on medical outcomes and on relative costs of care in order to make informed choices about their selection of providers and health plans.

More use of information technology (computers, telecommunication) could address some of these information needs. Information technology might improve patient care by freeing health professionals from the burden of clerical tasks and by allowing both clinical and administrative information to be communicated more quickly and accurately. Automation of administrative tasks might help health care providers and payers to monitor and control costs more. Data on the effectiveness of medical interventions could be collected and analyzed more easily using computer-

based records with standard formats or data elements, and appropriate information could be available to providers, payers, researchers, government agencies, and consumers.

While information technology may reduce some costs or make some services more accessible, benefits might accrue only after large investments in new technologies have been made. Further, there are barriers to implementing computer-based applications that may prevent their wide-spread use or may reduce the level of expected benefits.

The proposed study is a cooperative effort between OTA's Health Program and its Telecommunication and Computing Technologies Program. It seeks to identify use of computer and telecommunication technology that might have a substantial payoff in monitoring or controlling costs or in improving the quality and accessibility of health care. The study will then assess selected applications in detail. The study builds on two current OTA assessments: one on the privacy of computerized medical records and the other on use of information technology in delivery of government services.

Project Director: Karen Bandy

Estimated publication date: Spring 1995

Requested by: Senate Committee on Labor and Human Resources

Information Security and Privacy in Network Environments

Advances in networking that facilitate remote access to network information resources such as "digital libraries" and shared databases present new security and privacy challenges. The importance of these challenges is intensified by industry trends toward a highly integrated, interactive network for use in the private and public sectors. Security and privacy issues regarding networked information have also been brought to the forefront by legislation to spur development of high-speed networking and by aspects of the Administration's technology plan that address wider use of the Internet and development of the National Research and Education Network (NREN). This unclassified study will build upon OTA's 1987 report on computer security (Defending Secrets, Sharing Data: New Locks and Keys for Electronic Information), but with a focus on security and privacy concerns for networked information in a relatively open, Internet/NREN environment. It will examine technical and institutional measures to ensure the integrity, availability, and proper use of digital libraries and other (unclassified) network information resources, including privacy, intellectual property, and proprietary concerns.

Project Director: Joan Winston

Estimated publication date: Summer 1994

Requested by: Senate Committee on Governmental Affairs

The Electronic Enterprise: Opportunities for American Business and Industry

American businesses must adapt and take strategic advantage of the structural changes taking place in the global economy to continue to perform efficiently and effectively. Key among these developments is the emergence of a highly competitive global economy that is increasingly driven by information-based, network economic activities. Thus, how Americans fare will depend, in part, on their ability to take advantage of the convergence of communication, information, and video

technologies to improve their efficiency and effectiveness. These technologies can serve not only as a source of economic growth, but also as a means of reconfiguring work and business relationships to make them more effective.

Recognizing the increased importance of computers and communication technologies for economic growth and development, many countries are taking steps to assure that their businesses have access to these technologies and the skills and other requirements needed to benefit from them. In contrast, in the United States, there are few focused efforts of this kind. Here, the technology infrastructure to support future business activities is evolving somewhat haphazardly, more in response to current market forces rather than strategically to support future economic and societal needs.

The assessment will examine how the convergence of communications, information, and video technologies might affect business in the United States. Highlighting the consequences of the U.S. approach to technology deployment for competitiveness and economic performance, it will 1) describe the present state of communication, information, and video technologies, and map their likely evolution and the major forces driving it; 2) assess the potential value of these technologies for business and industry and identify any possible negative impacts of their use; 3) identify and describe possible barriers to realizing this potential and the conditions under which they would likely be most effectively deployed; 4) compare the approaches that other countries are taking to assure the effective use of these technologies, and 5) identify and describe what role, if any, the Federal Government might play to assure that these technologies serve the Nation's economic and social goals.

Project Director: Linda Garcia

Estimated publication date: Winter 1993-94

Requested by: Senate Committee on Commerce, Science, and Transportation
House Committee on Science, Space, and Technology
House Committee on Energy and Commerce

Research on Health Risk Assessment

Risk assessment is an analytical tool used to estimate human health risks to humans from exposures to chemicals and radiation in the workplace and the environment. Risk assessment methodology has improved since Federal agencies adopted it in the early 1970s, but, as expected for a new activity, imperfections and controversies remain. Systematic improvement of risk assessment methods will require basic and applied research as well as decisions about activities that might best be described as data collection. Federal funding for these research activities is divided among various offices of DoE, DHHS, the Environmental Protection Agency, and the National Science Foundation.

This assessment: 1) surveys Federal agency activities in risk assessment research; 2) compares how agencies set research priorities and choose projects to fund; 3) examines research activities and results in several areas and analyze their impact on agency practice; and 4) discusses barriers to the incorporation of new knowledge into agency procedures. As a result of an add-on request from the House Committee on Science, Space, and Technology, one chapter of this report describes the issues surrounding the proposed regulation of radon in water.

Possible Impact on Legislation:

H.R. 2918: National Institute of the Environment Act of 1993**H.R. 2910:** Risk Communication Act of 1993**S. 110:** Environmental Risk Reduction Act of 1993**S. 656:** A Bill to Provide for Indoor Air Pollution Abatement, Including Indoor Radon Abatement, and for Other Purposes**S. 657:** A Bill To Reauthorize the Indoor Radon Abatement Act of 1988, and for Other Purposes

A Bill to Reauthorize and Amend Title XIV of the Public Health Service Act (Commonly Known as the "Safe Drinking Water Act"), and for Other Purposes

Project Director: Dalton Paxman**Estimated publication date:** Winter 1993-94.**Requested by:** House Committee on Science, Space, and Technology
House Committee on Energy and Commerce**Technologies for Understanding the Root Causes of Substance Abuse and Addiction**

Substance abuse is a major problem in the United States today: it can lead to lost human potential, increased health costs, violent behavior, crime, lost productivity, and result in premature death. For addiction to narcotics, nearly \$3 billion dollars are spent on treatment annually. In 1990 alone, Americans spent approximately \$40 billion to purchase illicit drugs; \$17.5 billion for cocaine, \$12.3 billion for heroin, \$8.8 billion for marijuana, and \$1.8 billion for other drugs. A majority of the more than 45,500 traffic fatalities nationwide in 1990 resulted from accidents where alcohol or drugs was involved. A 1989 survey of 21 U.S. cities indicated that illicit drug use was implicated in 139,685 emergency room visits and in 7,162 emergency room deaths.

This assessment reviews and analyzes the state-of-the art of biological research regarding the phenomenon of addiction to a variety of substances; examines and describes psychological and social variables contributing to the abuse of, and addiction to, alcohol and drugs; assesses the effectiveness of various substance prevention initiatives; describes ongoing research on the root causes of substance abuse and addiction; analyzes various demographic studies that measure substance use and abuse; and evaluates policy implications arising from an understanding of the root causes of substance abuse and addiction.

Possible Impact on Legislation:

H.R. 3026: A Bill To Amend the Internal Revenue Code of 1986 To Increase the Excise Taxes on Smokeless Tobacco to an Amount Equivalent to the Tax on Cigarettes and To Use the Resulting Revenues to Fund a Trust Fund for Programs To Reduce the Use of Smokeless Tobacco**H.R. 3100:** A Bill To Establish the Commission on National Drug Policy**H.R. 3131 and S. 1488:** A Bill To Control and Prevent Crime

S. 1446: A Bill To Help Schools Achieve the Sixth Goal of the National Education Goals, Which Provides that by the Year 2000, Every School in America will be Free of Drugs

Project Director: Kevin O'Connor

Estimated publication date: Spring 1994.

Associated publication: "Biological Components of Substance Abuse and Addiction" (BP), published September 1993.

Requested by: House Committee on Government Operations

Senate Committee on Governmental Affairs

Senate Committee on Labor and Human Resources

OSHA'S Selection of Control Technologies and Assessment of Their Impacts and Costs

Clearly, it is difficult to estimate regulatory costs and the effects of regulation on productivity and innovation. For the Occupational Safety and Health Administration (OSHA), it can involve estimating the efficiency of new procedures and new machinery before those procedures and machinery are in place; often estimates are made even before design and engineering is complete.

OSHA has undertaken only four post-regulatory examinations of the accuracy of the pre-regulatory estimates of impacts and costs: Two revealed that OSHA's estimates were far higher than the actual compliance costs because the agency had not sufficiently considered productivity improvements that accompanied regulatory compliance. One effort to measure costs was abandoned because a government committee was "unable to collect the necessary industry data." The estimated costs of compliance with the fourth standard were close to the measured costs.

This assessment will examine 10 to 12 OSHA regulations. Four will be those mentioned above, and at least one of the others will be a safety standard. The "new" standards have been selected after consultation with labor, management, and others, and the selection criteria will be detailed in the OTA report. For each standard, OTA will: 1) examine how OSHA selected the control technologies; 2) using information available to OSHA at the time of regulation, estimate the expected impacts of the regulations on productivity and innovation and the costs of compliance; 3) compare OTA's estimates to OSHA's; 4) compare OTA's and OSHA's estimates to the measured (post-regulatory) impacts and costs of the regulations; and 5) identify factors that contributed both to accurate and inaccurate estimates and prepare options for congressional action that will encourage accurate estimation of impacts and costs.

Possible Impact on Legislation:

H.R. 1280: A Bill To Revise the Occupational Safety and Health Act of 1970

S. 575: A Bill To Amend the Occupational Safety and Health Act of 1970 To Improve the Provisions of Such Act with Respect to the Health and Safety of Employees, and for Other Purposes

Project Director: Michael Gough

Estimated publication date: Spring 1994

Requested by: House Committee on Education and Labor

Senate Committee on Education and Human Resources

The Human Genome Project and Patenting Human DNA Sequences

In 1991, NIH applied for patents on thousands of human DNA sequences of uncharacterized function, representing approximately 5 percent of all human genes. The move set off a storm of controversy in the United States and abroad. This assessment examines the arguments for and against patenting human DNA sequences of the type encompassed by the NIH filing, as well as an analysis of the degree to which "found" DNA sequences can be incorporated into patents; discusses the social and ethical issues of ownership of human DNA sequences; examines the effect of the trend to file early patents on biomedical research, and whether the effect is different for U.S. scientists, universities, industry, national laboratories, the Federal Government, and international research collaboration; and assesses the legal and economic impacts of existing technology transfer laws on human genome research.

Possible Impact on Legislation:

S. 387: "Life Patenting Moratorium Act of 1993"

H.R. 1334: "Federal Research Product Commercialization Act"

S. 298 and H.R. 760: bills "to amend title 35, United States Code, with respect to patents on certain processes"

S. 574: "National Cooperative Production Amendments Act of 1993"

Project Director: Robyn Nishimi 228-6690.

Estimated publication date: Summer 1994

Requested by: Senate Committee on Labor and Human Resources

Senate Committee on Appropriations

Senate Committee on the Judiciary, Subcommittee on Patents, Trademarks, and Copyright

Biological Pest Control

The nation's arsenal of chemical pesticides is expected to decline significantly over the next decade due to regulatory constraints and to growing pesticide tolerance among important pests. The question of what technologies will fill this gap remains unanswered. Biological pest control management technologies that use biological principles to attack pest vulnerabilities has a long history. Interest in this area waned following the chemical revolution of the 1940's when effective and cheap insecticides, fungicides, and herbicides became widely available. Now, the impending pesticide gap is causing numerous experts to call for a renewed examination of the potential of biological pest control in light of recent scientific advances. A number of important questions will need to be resolved, however, before its future role is clear.

In this study, OTA will: 1) evaluate to what extent biological pest control can help fill the expected pesticide gap; 2) examine the relative safety of biological pest control and how some of the problems experienced with large-scale use of chemical pesticides, such as pest resistance, can be anticipated and avoided; 3) determine whether the current system of Federal funding, research, incentives, and regulations helps or hinders the development or use of biologically-based approaches; 4) address the potential for transfer of biological pest control technologies from agricul-

ture to other pest problems, for example, to weeds on Federal lands, lawn care, household pests, and vector-borne human disease; and 5) develop policy options for Congress.

Project Director: Elizabeth Chornesky

Estimated publication date: Summer 1995

Requested by: House Committee on Agriculture

Agriculture, Trade, and the Environment

The 1970s was a decade where profitability and performance of American agriculture became linked to world market conditions and strong foreign demand for agricultural products. When these conditions weakened in the 1980s and contributed to a weakened farm economy, trade and competitiveness issues moved to the forefront of agricultural policy concerns. Understanding the structure of economies, their agricultural and trade policies, and the technological and institutional forces at play were factors critical to understanding the nature of global agricultural markets. As the United States moves into the 1990s, attention has turned increasingly toward a range of environmental issues a number of which, such as water quality, soil productivity, deforestation, protection of wildlife, and biological diversity are closely related to agricultural production. Consequently, earlier concerns with world trade and competitiveness are increasingly juxtaposed against more recent concerns with the environment. Policy issues surfacing in the General Agreement on Tariffs and Trade, the North American Free Trade Agreement, and EC-1992 negotiations, for example, suggest that environmental problems related to agriculture may be among the major trade issues of the 1990s.

The linkages between trade and environment have arisen in several areas of agricultural policy concern. For example, trade disputes between suppliers and importers increasingly stem from nations' different standards for environmental and health protection. The United States has found itself on both sides of such issues, as evidenced by a number of recent trade disputes, for example, with Mexico involving U.S. restrictions on tuna caught with nets in dolphin-populated areas; with the EC regarding EC prohibitions on animal growth hormones; and with the EC regarding a U.S. ban on EC wines containing residues of an unregistered fungicide.

As Congress approaches debate on the 1995 Farm Bill, it is clear that two dominant themes will be trade and environmental issues. Understanding the forces at work in developing trade and environmental policy and the role of technology to enhance the environment and increase our competitiveness will be crucial to writing a comprehensive and forward looking bill.

This assessment would: 1) analyze the role technology can play in ameliorating conflicting forces between trade and the environment, 2) determine agricultural trade and environmental policies for the United States and its major trading partners, 3) analyze potential conflicting areas, 4) examine the impact of more liberalized agricultural trade on the environment, and 5) provide policy options that maximize mutual positive attributes between trade and environmental policy.

Project Director: Michael Phillips

Estimated publication date: Fall 1994

Requested by: Senate Committee on Agriculture, Nutrition, and Forestry

Aquaculture: Food and Renewable Resources from U.S. Waters

This assessment will examine promising new and emerging technologies with potential to influence development of aquaculture in the U.S.; identify alternative approaches from studies of aquaculture developments and policy structures in select foreign countries; and assess current and potential roles of Federal, State, and private organizations in the development and implementation of aquaculture technologies.

Possible Impact on Legislation:

S. 1288: The National Aquaculture Development, Commercialization, and Promotion Act, was introduced in July by Senators Akaka, Leahy and Craig. The bill provides for the establishment of an aquaculture commercialization research program (by the Secretary of Agriculture).

Project Directors: Alison Hess 228-6516 and Robin White 228-6526

Estimated publication date: Fall 1994

Requested by: House Committee on Merchant Marine and Fisheries

Science and Technology, Renewable Resources, and International Development

The importance of renewable natural resources (i.e., soil, water, biota) in successful development is recognized increasingly by bilateral and multilateral assistance organizations. Lesser developed countries (LDCs), more so than developed nations, are heavily dependent on appropriate management and use of the resource base to sustain rapidly growing populations and to provide development opportunities. While evidence of successful applications of science and technology to LDC problems exists, equally evident are negative impacts arising from poorly planned and implemented development activities. A significant underlying cause leading to these distinctly different results is inadequate information to support effective activities. The United States currently is experiencing changes in its international development approach. These changes largely stem from questions of "How best to accomplish international development" and "Why undertake international development." Current economic conditions further underscore the need for highly efficient approaches to assistance.

Over its 20-year history, OTA has examined various applications of science and technology to international development problems. These studies provide overview and analysis of efforts undertaken by numerous bilateral and multilateral organizations involved in LDC development activities. An in-depth examination of this resource could provide an easily accessed summary of OTA analyses and insight into key informational gaps that may hinder effective U.S. development assistance activities.

Project Director: Patricia Durana

Estimated publication date: Spring 1994

Requested by: House Committee on Foreign Affairs

Possible Impact on Legislation:

Foreign Assistance Act of 1961: The Congress is considering rewriting the Foreign Assistance Act to be more appropriate to current development conditions. Further, in the wake of the Brundtland Commission report, the United Nations Conference on Environment and Development (UNCED) and the current Agency for International Development (AID) reorganization, sustainable development has emerged as a primary concern in development circles. Findings of the OTA project on Science, Technology, Renewable Resources, and Developing Countries will be directly relevant to this effort.

Foreign assistance appropriations directed to Andean nation agricultural development could be affected by findings of Alternative Coca Reduction Strategies in the Andean Region study that identify the lack of a well-funded agricultural research system. Further, the OTA report suggests a refocus in the current certification/decertification process contained in the Act to be more consistent with development goals rather than short-lived narcotics control efforts.

Health Professions Training: The Role of Titles VII and VIII

In the 1960s, shortages of health professionals received the most attention from policymakers. The Federal government responded with legislation to increase the supply of health professionals by providing grants to health professions schools for construction and loans to students. By the 1970s, efforts to increase the number of health professionals were succeeding, but policymakers recognized geographic and specialty maldistribution as a problem. The Health Professions Educational Assistance Act of 1976 (Public Law 94-484) emphasized training for primary care providers who would practice in underserved areas. Titles VII and VIII of the Public Health Service Act authorized programs to provide support to educational institutions (through grants and contracts), students, and residents (through loans, loan guarantees, and contracts) in the health professions. Those framing the legislation expected that the expansion of the number of primary care practitioners would also lead to more practitioners serving in rural areas and other medically underserved areas of the country. Despite these efforts, there is an increasing trend toward specialization among health professionals in this country. And many areas, particularly rural and inner-city areas, continue to be medically underserved.

This study will assess the effectiveness of current programs funded under Titles VII and VIII of the Public Health Service Act in increasing the supply of primary health care providers and increasing the number of health professionals practicing in medically underserved areas. In addition, OTA will formulate policy options concerning optimal use of Federal funds to further Congress' aims in this field.

Project Director: Robert McDonough

Estimated publication date: Spring 1995

Requested by: Senate Committee on Labor and Human Resources

Assessing the Assumptions Behind Health Reform Projections

Health care reform is at the forefront of the Nation's domestic policy agenda, but Congress is uncertain about which approach to take, at least in part because of uncertainty about the economic

impacts of instituting alternative proposals. In *An Inconsistent Picture: A Compilation of Analyses of Economic Impacts of Competing Approaches to Health Care Reform by Experts and Stakeholders* (OTA, June 1993), OTA found that available estimates of the economic impacts of various approaches to health care reform can present a bewildering array of predictions.

In its attempt to identify and critically examine the key assumptions used by those making final estimates of national health expenditures, Federal budget, and employment effects, under key health reform proposals, OTA is pursuing several avenues of inquiry simultaneously:

- assessing the way simulation methods work in general;
- examining and classifying key assumptions in reform proposals;
- appraising the way costs of specific proposals are simulated;
- reviewing the theoretical and empirical literature and other data in order to determine the "true" ranges of uncertainty for key assumptions and inputs to proposals and models.

OTA expect to produce three publications for this assessment: 1) a report that will describe levels of uncertainty regarding specific key elements of projecting national health expenditures (scheduled for March 1994); 2) a report on issues associated with projecting Federal budget impacts and employment effects (scheduled for April 1994); and 3) a report with policy options related to modeling of health economics projections (scheduled for late summer 1994). OTA's study will not, however, aim to identify specific models as being better or worse than others, develop its own simulation model, or calculate its own estimates of the economic impacts of alternative approaches to health care reform. The focus of the report will be on the relevant inputs to current and future methods for estimating the effects of health care reform.

Possible Impact on Legislation:

H.R.30: A bill to provide for universal access to basic group health benefits coverage and to remove barriers and provide incentives in order to make such coverage more affordable, to improve and make more efficient the provision of medical and health insurance information, and to improve enforcement of requirements relating to multiple employer welfare arrangements.

H.R.101: A bill to improve access to health insurance and contain health care costs, and for other purposes.

H.R.1200: A bill to provide for health care for every American and to control the cost of the health care system.

H.R.3222: A bill to contain health care costs and improve access to health care through accountable health plans and managed competition, and for other purposes.

S.491: A bill to provide health care for every American and to control the cost of the health care system.

Project Directors: Denise Dougherty and Tami Mark

Estimated publication date: Spring 1994

Requested by: Technology Assessment Board and Senator Ted Stevens

Regulatory and Health Assessment of Dietary Supplements

Vitamins, minerals, amino acids, herbs, and other assorted substances are available freely to the public as "dietary supplements" in stores that sell groceries, drugs, and health foods. Because they are regulated (with some exceptions) as foods and not drugs, they can make no direct claims about their effectiveness in preventing disease or promoting health, leaving the consumer to decide how and when to use them. The long-simmering debate over dietary supplements once again came to a boil with passage of the 1990 Nutrition Labelling and Education Act (NLEA), which would have imposed additional requirements on the sale of dietary supplements. However, a one-year moratorium, legislated in the Dietary Supplement Act of 1992 (Public Law 102-571), stopped the NLEA provisions relating to dietary supplements from coming into force.

This assessment is mandated by Public Law 102-571 to improve the information base for further discussion of regulatory approaches to the various classes of food supplements. Specifically, the Office of Technology Assessment, in cooperation with the Congressional Research Service, will:

- 1) examine approaches to dietary supplement regulation in a sample of other industrialized countries;
- 2) describe efforts worldwide to study the safety and effectiveness of dietary supplements;
- 3) attempt to relate the regulation and use of supplements to health outcomes in different countries;
- 4) define the purposes for which supplements are used;
- 5) analyze relevant information about the safety of each class of dietary supplement;
- 6) examine in detail both safety and effectiveness information for a sample of dietary supplements; and
- 7) identify options for improving the scientific information base for dietary supplements.

Possible Impact on Legislation:

H.R.509: A bill to amend the Federal Food, Drug, and Cosmetic Act to establish provisions regarding the composition and labeling of dietary supplements.

H.R.1709: A bill to amend the Federal Food, Drug, and Cosmetic Act to establish provisions regarding the composition and labeling of dietary supplements.

H.R.2923: A bill to amend the Federal Food, Drug, and Cosmetic Act to revise the regulation of dietary supplements.

S.784: A bill to amend the Federal Food, Drug, and Cosmetic Act to establish standards with respect to dietary supplements, and for other purposes.

Project Director: Hellen Gelband

Estimated publication date: Winter 1993-94

Associated publication: "Assessing the Safety and Benefits of Dietary Supplements" Fall 1993.

Requested by: Mandated

Setting the Stage for Studying Persian Gulf Veterans' Health

OTA has been asked to assess the "potential utility" of two registries that were established by congressional mandates related to Operation Desert Shield/Storm. One is a Department of Veterans Affairs (VA) registry of health data on Persian Gulf veterans who have requested medical examinations because of concerns that they relate to their service in the Gulf and the other is a Department of Defense (DoD) registry identifying all individuals who served during the Persian Gulf era (as defined by law). DoD is preparing a related database with military unit locations for the entire force that served in the Persian Gulf and developing a model of oil fire smoke concentrations so that exposure estimates can be made for individuals.

Congress established the registries to provide a basis for ongoing assessment of health status of Persian Gulf veterans and to facilitate carrying out epidemiologic studies in the future, should it be necessary to do so. OTA's involvement ends with a report on each registry and its related activities. By congressional mandate, the Medical Follow-up Agency of the Institute of Medicine will review the content of the VA examination registry at regular intervals over the next 10 years (and beyond, pending future agreements) to determine the need for in-depth studies.

Possible Impact on Legislation:

H.R.2413: A bill to amend title 38, United States Code, to provide additional authority for the Secretary of Veterans Affairs to provide health care for veterans of the Persian Gulf War.

H.R.2414: A bill to amend title 38, United States Code, to provide priority health care to veterans of the Persian Gulf War who were exposed to environmental hazards.

H.R.2451: A bill to provide for the establishment of a specialized environmental medical unit to investigate the possible health effects of environmental and chemical exposures of United States military personnel in the Persian Gulf War and for related civilian purposes.

H.R.2481: A bill to provide funding for an examination of the possible health effects of exposure to depleted uranium of United States military personnel in the Persian Gulf War.

H.R.2535: A bill to amend title 38, United States Code, to provide additional authority for the Secretary of Veterans Affairs to provide health care for veterans of the Persian Gulf War. Floor action has occurred.

H.R.2553: A bill to provide for a grant by the Secretary of Defense to be made for the support of establishment of research facility to study low-level chemical sensitivity, particularly in Persian Gulf War veterans.

S.AMDT.837 (to S.1298): To provide for research on the possible exposure of members of the Armed Forces to chemical, biological, radiological, and other hazardous agents and materials as a result of service in Southwest Asia during the Persian Gulf War.

Project Director: Hellen Gelband

Estimated publication date:

Associated publications: "DoD Activities," Spring 1994.

"Department of Veterans Affairs Persian Gulf Veterans Health Registry," published September 1993.

Requested by: Mandated

Prospects for Health Technology Assessment

When narrowly defined, "health technology assessment" is sometimes used to describe the evaluation of a technology for efficacy and safety. Defined more broadly, however, it also includes research that examines the overall consequences of a medical technology for manufacturers, providers, consumers, payers, and the health care system as a whole. The traditional tools of medical technology assessment (defined broadly) have included such techniques as clinical trials, literature review and information synthesis, and cost-benefit and cost-effectiveness analysis.

Continued concern regarding how to assure affordable, high-quality health care for Americans has led to increased interest in using health technology assessment as a method to improve choices in achieving this goal, and it has spawned a number of new techniques for performing these assessments (e.g., the use of large administrative databases to contrast medical outcomes). The Agency for Health Care Policy and Research (AHCPR, in the U.S. Department of Health and Human Services), created in 1989, has a Congressional mandate to increase Federal medical technology assessment activity and to use the new knowledge to stimulate changes in medical practice. AHCPR has invested heavily in research that applies the new assessment techniques.

This study would examine the new techniques and assess the potential of these and more traditional analytical methods to affect the cost and quality of medical care that is actually provided. OTA would first describe the array of existing techniques, their limitations and potential uses, and the questions to which they are most appropriately and profitably applied. OTA would also examine the validity of newer techniques and how further refinement of these techniques is likely to enhance their usefulness to Federal and State policymakers. Finally, the study would examine how technology assessment information is disseminated to medical care practitioners and consumers, and assess its ability to affect medical practice and health care utilization.

Possible Impact on Legislation:

H.CON.RES.69: A concurrent resolution expressing the sense of the Congress that rural health care should be addressed in any Federal health care legislation.

H.CON.RES.126: A concurrent resolution expressing the sense of the Congress that the special health care needs of children should be addressed in any health care reform legislation.

H.R.101: A bill to improve access to health insurance and contain health care costs, and for other purposes.

H.R.191: A bill to reform the United States health care delivery and financing system, to increase access to health care and affordable health insurance, to contain costs of health care in a manner that improves health care, and for other purposes.

H.R.834: A bill to provide for comprehensive health care access expansion and cost control through reform and simplification of private health care insurance and other means.

H.R.1022: A bill to establish a program to provide grants to improve the quality and availability of comprehensive education, health and social services for at-risk youth and their families, and for other purposes.

H.R.1200: A bill to provide for health care for every American and to control the cost of the health care system.

H.R.2061: A bill to establish a United States Health Service to provide high quality comprehensive health care for all Americans and to overcome the deficiencies in the present system of health care delivery.

S.325: A bill to provide for comprehensive health care access expansion and cost control through reform and simplification of private health care insurance and other means.

S.491: A bill to provide health care for every American and to control the cost of the health care system.

S.631: A bill to contain health care costs and increase access to affordable health care, and for other purposes.

S.684: A bill to establish a national health plan, and for other purposes.

S.728: A bill to provide for a comprehensive health care plan for all Americans, and for other purposes.

S.1057: A bill to provide for the establishment of a nationwide, universal access health coverage program, and for other purposes.

S.1143: A bill to improve the delivery of health care services in rural areas by creating an Assistant Secretary for Rural Health, to amend title XVIII of the Social Security Act to provide that medical assistance facilities be reimbursed based on reasonable cost, to establish a grant program for the use of interactive telecommunications systems, and to adjust the payments made for certain direct graduate medical education expenses.

Project Director: Elaine Power

Estimated publication date: Spring 1994

Associated publication: "Methods for Health Technology Assessments" (BP), Winter 1993-94.

Requested by: Senate Committee on Labor and Human Resources

Defensive Medicine and the Use of Medical Technology

The Defensive Medicine and the Use of Medical Technology assessment is examining the extent to which doctors perform procedures primarily out of fear of malpractice suits; it is also looking at the effectiveness of various approaches to malpractice reform in altering health care costs, either directly by lowering the malpractice premiums that doctors and hospitals must pay, or indirectly by reducing the amount of defensive medicine that doctors practice. Possible Impact on Legislation: The President's Health Security proposal includes provisions on malpractice reform, and this issue is likely to be an important bargaining point in ultimate resolution of the proposal. All of the major health insurance reform packages currently introduced in Congress include a component of malpractice reform.

Possible Impact on Legislation:

H.R.1572: A bill to award grants to States to promote the development of alternative dispute resolution systems for medical malpractice claims, to generate knowledge about such systems through expert data gathering and assessment activities, to promote uniformity and to curb excesses in State liability systems through Federally-mandated liability reforms, and for other purposes.

H.R.1625: A bill to improve access to fair compensation for those injured while receiving medical care and to increase availability of health care services by reducing the costs of both medical malpractice liability premiums and defensive medicine.

H.R.1989: A bill to provide for medical injury compensation reform for health care services furnished using funds provided under certain Federal programs or under group health plans, and for other purposes.

H.R.2433: A bill to impose certain requirements on medical malpractice liability claims.

H.R.3115: A bill to improve access, affordability, and competition in health care, through the implementation of flexible savings accounts and malpractice reform, and for other purposes.

Project Director: Judith Wagner

Estimated publication date: Winter 1993-94.

Associated publications: "Who Files Malpractice Claims?" (BP), published September 1992.

"Impact of Legal Reforms on Medical Malpractice Costs" (BP), published September 1993.

"Low Osmolality Contrast Agents" (BP), Winter 1993-94.

Requested by: House Committee on Ways and Means

Senate Committee on Labor and Human Resources

House Committee on Appropriations, Subcommittee on Labor, Health and Human Services, Education

Congressional Sunbelt Caucus

Senate Committee on Finance

House Committee on Energy and Commerce

International Differences in Health Technology, Services, and Economics

The United States spends a larger share of its gross national product (GNP) on health care than any other country. This trend, which began about 12 years ago, shows no sign of abating. In 1988, U.S. per capita health expenditures were at \$2,140 already \$546 more than in Canada, which was in second place. By the turn of the century, according to Health Care Financing Administration projections, this sector of the Nation's economy will consume 16.4 percent of the GNP (one dollar in six) up from 12.3 per cent (one dollar in eight) today. The goal of the proposed OTA assessment is to: 1) identify how differences in organization, adoption and use of medical technologies among industrialized countries contribute to differences in costs and health outcomes; and 2) how differences in the structure of health financing, payment, and regulation among industrialized countries contribute to the different patterns of technology use among countries.

Project Director: Hellen Gelband

Estimated publication date: Spring 1994

Associated publications: "Health Care Technology in Eight Countries" (BP), Spring 1994.

"International Health Statistics: What the Numbers Mean for the U.S." (B), Fall 1993.

"Smartcards for French Health Care" (BP), Winter 1993-94.

Requested by: House Committee on Ways and Means and its Subcommittee on Health

Technology, Insurance, and the Health Care System

Congress has been concerned for many years with serious and growing problems of health care costs, access, and quality. Too often, these problems have been addressed as independent issues. Recently, however, attention has been paid to their common elements and interactions, in particular

the relationship between the level or type of individuals' health insurance coverage (or the lack of insurance coverage) and the individuals' health status, health outcomes for specific medical conditions, and the timing, nature, and location of health technologies used. The relationship between health insurance status (financial access), health outcomes, and use of health technology is critical because there are more than 31 million uninsured people (nonelderly) and perhaps 20 million to 60 million additional people with inadequate health insurance coverage in the United States (refers to those whose coverage does not protect them from health care expenses that equal or exceed 10 percent of their income). Insurance status and ability to pay for health care may not only affect the timing but even whether someone seeks care at all; and there is growing evidence that, in many instances, the eventual effects may be unnecessary deaths, more serious illness, and higher costs of health care. Thus, financial coverage (including public and private sources) affects not only access but also the quality and costs of health care.

The goal of this OTA assessment is to provide an objective, rigorously critiqued analysis of the often complex, sometimes disputed, network of relationships between health insurance status (either lack of insurance coverage or having inadequate coverage) and negative health outcomes, poor health status, and the timing, location, and nature of health technologies and services delivered. It is the intent of OTA to provide Congress with a clear picture of these important relationships in the context of the U.S. health care system and its financing so that Congress can take them into account as it considers substantial changes in national health policy.

Possible Impact on Legislation:

H.R.144: A bill to reform the health care system by restoring the full tax deductibility of medical expenses; eliminating incentives for abusive litigation against hospitals, doctors, nurses, and health care providers; abolishing noneconomic damages in medical care liability actions; and redirecting punitive damages to community hospitals that care for the indigent.

H.R.191: A bill to reform the United States health care delivery and financing system, to increase access to health care and affordable health insurance, to contain costs of health care in a manner that improves health care, and for other purposes.

H.R.200: A bill to establish the framework for a health care system that will bring about universal access to affordable, quality health care by containing the growth in health care costs through a national health budget, managed competition, and other means, by improving access to and simplifying the administration of health insurance, by deterring and prosecuting health care fraud and abuse, by expanding benefits under the Medicare program, by expanding eligibility and increasing payment levels under the Medicaid program, and by making health insurance available to all children.

H.R.834: A bill to provide for comprehensive health care access expansion and cost control through reform and simplification of private health care insurance and other means.

H.R.1563: A bill to establish a comprehensive policy with respect to the provision of health care coverage and services to individuals with severe mental illnesses, and for other purposes.

H.R.1691: A bill to provide universal access for all Americans to basic health care services and long-term care services.

H.R.1976: A bill to guarantee access to affordable health care coverage, to provide for equality with respect to the provision of service in rural areas, and for other purposes.

H.R.2624: A bill to provide for comprehensive health care and health care cost containment.

H.R.3075: A bill to promote greater equity in the delivery of health care services to American women through expanded research on women's health issues and through improved access to health care services, including preventive health services.

H.R.3080: A bill to improve access to health insurance and contain health care costs, and for other purposes.

S.18: A bill to provide improved access to health care, enhance informed individual choice regarding health care services, lower health care costs through the use of appropriate providers, improve the quality of health care, improve access to long-term care, and for other purposes.

S.223: A bill to contain health care costs and increase access to affordable health care, and for other purposes.

S.325: A bill to provide for comprehensive health care access expansion and cost control through reform and simplification of private health care insurance and other means.

S.631: A bill to contain health care costs and increase access to affordable health care, and for other purposes.

S.671: A bill to establish a comprehensive policy with respect to the provision of health care coverage and services to individuals with severe mental illnesses, and for other purposes.

S.684: A bill to establish a national health plan, and for other purposes.

S.728: A bill to provide for a comprehensive health care plan for all Americans, and for other purposes.

S.1057: A bill to provide for the establishment of a nationwide, universal access health coverage program, and for other purposes.

Project Director: Denise Dougherty

Estimated publication date:

Associated publications: "Does Health Insurance Make a Difference (BP), published September 1992.

"Health Insurance: The Hawaiian Experience" (BP), published June 1993.

"An Inconsistent Picture: A Compilation of Analyses of Economic Impacts of Competing Approaches to Health Care Reform by Experts and Stakeholders" published June 1993.

"Benefit Design in Health Care Reform: Clinical Preventive Services" published September 1993.

"Benefit Design in Health Care Reform: Mental Health Services and Substance Abuse Treatment" Winter 1993-94.

"Benefit Design in Health Care Reform: Patient-Cost Sharing" (BP), published September 1993.

"Benefit Design in Health Care Reform: General Policy Issues for Health Care Reform" Winter 1993-94.

"Insurance Status of Health Care Utilization: Analysis of Four Data Bases and Cost Implications of Universal Coverage" (BP), Winter 1993-94.

"Nonfinancial Barriers to Access in Health Care" (BP), Winter 1993-94.

Requested by: Senate Committee on Labor and Human Resources

Issues Related to AIDS Technologies

The growing impact of AIDS on the Nation's health continues unabated, despite the optimism generated by the discovery and rapid approval of the first palliative drug against the AIDS virus and preliminary testing of possible vaccines. Preventing the spread of the AIDS virus is the primary strategy that is available, but is dependent on as yet unresolved differences on when testing for infection is appropriate and on how to alter the behavior of high-risk groups. The Nation's and even many other countries' social, economic, legal, and political systems have all been affected to some degree by the appearance of AIDS, and controversies over AIDS have even begun to affect international relations and comity among nations. Congress has responded with rapid increases in Federal funds for scientific and medical research and for research and services in preventive education, and has begun to grapple with the difficult issues involved in financing AIDS-related health care. These diverse issues warrant a different approach from the usual OTA assessment, so this project is oriented toward a monitoring and advisory capability within OTA to assist the increasing number of congressional committees that have AIDS on their agendas.

Possible Impact on Legislation:

H.CON.RES.155: A concurrent resolution expressing the sense of the Congress that a comprehensive program be developed and implemented by the federal government to deal with the Human Immuno-Deficiency Virus (HIV) and Acquired Immuno Deficiency Syndrome (AIDS).

H.R.1022: A bill to establish a program to provide grants to improve the quality and availability of comprehensive education, health and social services for at-risk youth and their families, and for other purposes.

H.R.1326: A bill to suspend temporarily the duty on rifabutin (dosage form).

H.R.1538: A bill to amend the Public Health Service Act to promote activities for the prevention of additional cases of infection with the virus commonly known as HIV.

H.R.2394: A bill to amend the Public Health Service Act to establish programs of research with respect to women and cases of infection with the human immunodeficiency virus.

S.59: A bill to control the spread of AIDS, and for other purposes.

S.312: A bill to suspend temporarily the duty on rifabutin (dosage form).

S.1428: A bill to amend the Public Health Service Act to provide for programs regarding women and the human immunodeficiency virus, and for other purposes.

Project Director: Michael Gluck

Estimated publication date:

Associated publications: "Do Insects Transmit AIDS?" (Staff Paper), published September 1987

"AIDS and Health Insurance: An OTA Survey" (Staff Paper), published February 1988

"How Effective Is AIDS Education?" (Staff Paper), published June 1988

"Impact of AIDS on the Northern California Region of Kaiser Permanente" (Staff Paper), published July 1988.

"How Has Federal Research on AIDS/HIV Disease Contributed to Other Fields?" (Staff Paper), published April 1990.

"The Effectiveness of Treating Drug Addiction and The Spread of AIDS Virus" (Staff Paper), published September 1990.

"HIV in the Health Care Workplace" (BP), published October 1991.

"The CDC's Case Definition of AIDS: Implications of Proposed Revisions" (BP), published June 1992.

"Difficult-to-Reuse Needles for the Prevention of HIV Among Injecting Drug Users" (BP), published September 1992.

"Issues Related to Development of AIDS Vaccine" (BP), Fall 1993.

Requested by: Technology Assessment Board, with encouragement from the House Committee on Appropriations

Policy Issues in the Prevention and Treatment of Osteoporosis

It is estimated that 15 to 24 million Americans have osteoporosis a condition in which bone mass, density, and quality are diminished, causing a person's bones to be fragile and highly susceptible to fracture. Older people are far more likely than younger people to have osteoporosis, and women are more likely than men to have it, but 20 percent of people with osteoporosis are men. At least 1.3 million fractures attributable to osteoporosis occur each year. The cost of osteoporosis primarily the cost of medical and nursing care for people with hip fractures was estimated to be \$6 to \$10 billion in 1986. As the older population grows, so will the number of people who have it, the number of fractures, and the associated costs.

Since there are no proven methods for reversing osteoporosis, prevention is a primary objective. Many people already have osteoporosis by the time they are 65, so prevention generally must take place in younger age groups. Some methods of preventing osteoporosis are medical treatments, and other methods involve lifestyle changes, including diet and exercise. Anecdotal evidence suggests that some people are worried about osteoporosis but confused about how to prevent it.

Osteoporosis often is not diagnosed in an individual until he or she has sustained a fracture, by which time, prevention may no longer be a possibility. The capacity of existing technologies to detect bone loss early in the disease process and the cost of the technologies are key questions in deciding what the role of screening should be in any initiative to prevent osteoporosis.

Possible Impact on Legislation:

H.R.694: A bill to amend the Public Health Service Act to expand and intensify programs of the National Institutes of Health with respect to research and related activities concerning osteoporosis, Paget's disease, and related bone disorders.

H.R.954: A bill to amend title XVIII of the Social Security Act to provide for coverage of bone mass measurements for certain individuals under part B of the Medicare program.

H.R.1844: A bill to amend the Public Health Service Act to expand and intensify programs of the National Institutes of Health with respect to research and related activities concerning osteoporosis and related bone disorders.

H.R.3075: A bill to promote greater equity in the delivery of health care services to American women through expanded research on women's health issues and through improved access to health care services, including preventive health services.

H.R.3203: A bill to amend title XVIII of the Social Security Act to provide for coverage of bone mass measurements and an annual screening mammography under part B of the Medicare program, and to make permanent the coverage of certain osteoporosis drugs under part B of such program.

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Project Director: Katie Maslow

Estimated publication date: Fall 1993.

Associated publication: "Cost Effectiveness of Screening for Osteoporosis" (BP), Winter 1993-94.
 "Hip Fracture Outcomes in People Age 50 and Over: Mortality, Service Use, Expenditures and Long-term Functional Impairment" (BP), published September 1993.

Requested by: Senate Special Committee on Aging

Senator Charles E. Grassley

Senator John Glenn

Representative Thomas J. Downey, Chairman, House Select Committee on Aging, Subcommittee on Human Services

Representative Olympia J. Snowe, Ranking Minority Member, House Select Committee on Aging, Subcommittee on Human Services

Representative Benjamin A. Gilman

Representative Patricia F. Saiki

Representative Brian J. Donnelly

Monitoring of Mandated Veteran Studies

Studies of possible long-term health effects stemming from aspects of military service in Vietnam were mandated in 1979 (Public Law 96-151) and 1981 (Public Law 97-72). Both laws require the approval of study protocols and monitoring of approved studies by OTA. The Centers for Disease Control were given responsibility for designing and carrying out these studies in 1983, and, with OTA approval, have been engaged in two studies the Vietnam Experience study and the Selected Cancers Study since then. CDC has stated and OTA concurred that a large-scale Agent Orange study is not feasible. OTA will continue to monitor the two ongoing studies. Public Law 99-272 contained a mandate for a study of women Vietnam veterans, and OTA is functioning similarly in regard to this study. Thus far, no protocol has been approved.

Similar responsibilities have been mandated to OTA by legislation (Public Law 98-160) related to "atomic veterans," military personnel exposed to atomic weapons testing.

Project Director: Hellen Gelband

Estimated publication date: Ongoing.

Associated publications: "Workshop on NAS Medical Follow-Up Agency," Fall 1988.

"Review of a Protocol for a Study of Reproductive Health Outcomes Among Women Vietnam Veterans" (BP), published December 1991

Requested by: Mandated

New Approaches to Environmental Regulation

As U.S. environmental compliance costs have risen, Congress has come under increasing pressure to move away from traditional regulatory programs to newer and more economically efficient or effective approaches. These include: market-based mechanisms (such as the marketable permit program used to control acid rain) and information programs (such as the toxic release inventory under Superfund). This assessment would evaluate how well current command-and-control regulations have worked and the appropriateness of alternative policy instruments for the wide variety of pollution problems we face today.

The theoretical advantages of alternative policy instruments have been discussed for years. The study would systematically evaluate, using a consistent set of Congressionally relevant criteria, the strengths and weaknesses of the full range of choices available: market-based approaches, information programs, technology-based standards, performance-based standards, enhanced monitoring and enforcement, etc. Unfortunately, little effort has been given to such pragmatic issues as implementation, monitoring, and enforcement. The assessment will examine new programs being tried by State and localities, such as the marketable permit program currently being tried to control ozone in Southern California. Other OECD countries have tried nontraditional approaches as well and no doubt will be a source of useful information. Special attention will be paid to how new advances in monitoring, modeling and control technology development have affected the feasibility and costs of the regulatory choices.

Project Director: Robert Friedman

Estimated publication date: Fall 1994

Requested by: Senate Committee on Environment and Public Works

Uncertain Climate: Managing Costs, Water, Agriculture, Wetlands, Natural Areas, and Forests

Most policy decisions made in the next several years about climate change will be made in the face of great uncertainty about the nature and magnitude of potential effects on natural and engineered systems. It will be a decade or more before the General Circulation Models (GCMs) offer the kind of temporal and regional detail desirable or the results of the massive research efforts underway both here and abroad are available. In "Changing By Degrees: Steps to Reduce Greenhouse Gases," OTA examined ways to reduce greenhouse gas emissions over the next couple of decades.

OTA is currently examining 1) the role of LDCs (less developed countries) and mechanisms to influence their emissions; 2) energy efficiency in each sector of the U.S. economy; and 3) the potential for renewable and nuclear energy in the United States. Additionally, OTA has just completed a study on the role of energy efficiency in the Federal Government. Thus, energy related emissions reduction potential is under intensive study at OTA. However, less work has been done on the "systems at risk" from climate change and possible responses to a changing climate. No agency has yet taken a strategic look at the interplay between the natural and engineered systems potentially at risk from climate change, the timing of information needed for planning for these systems, and how well coordinated the Federal research program is to provide such answers. OTA proposes to address the following questions:

- What is at risk over what time frames? Which ecological systems (i.e., wetlands, forests, fisheries) and engineered systems (water supply, dams and ports) are most at risk from climate change and over which time frames? How do the lead times needed for human interventions in these systems vary (e.g., agriculture with annual time scales versus forestry with decadal time scales)?
- Will we have answers when we need them? Do current U.S. R&D programs reflect the short- and long-term needs of decisionmakers, with respect to providing information about rates of climate change, the potential for "surprises" effects on different systems, potential strategies for making systems more resilient in the face of uncertain climate change and adapting to such changes that may occur; and

- **How can we best plan for an uncertain climate?** Whether, how, and when decisionmakers should consider the uncertain effects of a changing climate as they plan the future management of natural systems and built systems in the United States; what criteria should be used? how might climate change affect our foreign aid strategy?

Possible Impact on Legislation:

Many bills have been introduced in the 103rd Congress that could be affected by this assessment. Among these are:

S. 171 (and H.R. 109): Department of the Environment Act of 1993

S. 921 (and H.R. 2043): Endangered Species Act Amendments of 1993

S.995: The Federal Disaster Preparedness and Response Act of 1993

S. 1110 (and H.R. 1845): National Biological Survey Act of 1993

S.1114: The Water Pollution Prevention and Control Act of 1993

S. 1304: A bill to amend the Federal Water Pollution Control Act to improve the conservation of wetlands and thereby restore and maintain the physical, chemical, and biological integrity of the Nation's waters

S.1405: National Flood Insurance Reform Act of 1993

H.R. 62: National Flood Insurance Compliance, Mitigation, and Erosion Management Act of 1993

H.R. 138: A bill to ensure equal treatment for playa lakes, prairie potholes, vernal pools, pocosins, and other special wetlands under Federal wetland delineation criteria

H.R. 229: National Forest Health Act

H.R. 299: A Bill to establish a Commission on Environment and Development

H.R. 350: A bill to amend the Federal Water Pollution Control Act to further the protection of wetlands

H.R. 869: A Bill to promote biological diversity, conservation, and cooperation in the Western Hemisphere

H.R. 935: Earthquake, Volcanic Eruption, and Hurricane Hazards Insurance Act of 1993

H.R. 970: A Bill to provide for the participation of the U.S. in a climate stabilization program

H.R. 1164: Forest Biodiversity and Clearcutting Prohibition Act of 1993

H.R. 1330: A bill to amend the Federal Water Pollution Control Act to establish a comprehensive program for conserving and managing wetlands in the U.S.

H.R. 2931: A bill to direct the Secretary of the Army to conduct a study to assess the adequacy of current flood control measures on the Upper Mississippi River and its tributaries

Project Director: Rosina Bierbaum

Estimated publication date: Fall 1993

Requested by: Senate Committee on Environment and Public Works

Senate Committee on Commerce, Science, and Transportation

House Committee on Science, Space, and Technology

16.D. Other Services to the Congress

16.D.1 Testimony

OTA received frequent requests to testify at Congressional hearings; in fact, testimony is one of the main mechanisms for OTA to deliver information to Congress in a way that matches its specific needs and timing. The increased interest and need for OTA's work has been reflected in committee requests for testimony and briefings from OTA.

During fiscal year 1993, the Director, Assistant Directors, Program Managers, and Project Directors testified a total of 24 times. Testimony was given both before House and Senate committees and subcommittees.

- 10/8/92 Subcommittee on Technology and Competitiveness, House Committee on Science, Space and Technology
Observations on the National Aeronautical Research and Competitiveness Act
(Jack Nunn)
- 02/16/93 Subcommittee on Energy, House Committee on Science, Space, and Technology
Investing in Technologies for America's Energy Future
(Peter Blair)
- 02/24/93 Senate Special Committee on Aging
The Government's Role in New Drug Research and Development: Lessons from Ceredase
(Judy Wagner and Michael Gluck)
- 02/25/93 House Committee on Small Business
Development of Ceredase
(Alan Garber and Michael Gluck)
- 03/11/93 Subcommittee on Business Opportunities, Regulation and Energy, House Committee on Small Business
Relationships Between the Pharmaceutical Industry and Academic and NonProfit Research Industries
(Judith Wagner and Michael Gluck)
- 03/16/93 Subcommittee on Environment, Credit and Rural Development, House Committee on Agriculture
Administration's Budget Proposal for Rural Electrification Administration Program
(Linda Garcia)

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03/23/93 Subcommittee on Elementary, Secondary and Vocational Education, House Committee on Education and Labor

Integrating Technology Into America's Classrooms
(Linda Roberts)

04/19/93 Subcommittee on Research and Technology, House Committee on Armed Services

Defense Conversion Legislation
(Kitty Gillman)

04/26/93 Senate Committee on Governmental Affairs

Human Genome Diversity Project
(Robyn Nishimi)

04/28/93 Subcommittee on Oversight and Investigations, House Committee on Science, Space and Technology

Development of Innovative Environmental Cleanup Technologies
(Peter Johnson and German Reyes)

04/29/93 Senate Committee on Energy and Natural Resources

Industrial Energy Efficiency: Issues and Opportunities for the 1990's
(Peter Blair and John Newman)

05/05/93 Subcommittee on Oversight and Investigations, House Committee on Energy and Commerce

Characteristics and Regulations of Home Infusion Industry
(Elaine Power)

05/06/93 Senate Special Committee on Aging

Smoking Related Deaths and Financial Costs: OTA Estimates for 1990
(Maria Hewitt, Mary Laschober and Roger Herdman)

05/06/93 Subcommittee on Space, House Committee on Science, Space and Technology

Future Remote Sensing from Space: Civilian Satellite Systems and Applications
(Ray Williamson)

05/13/93 Subcommittee on Energy, House Committee on Science, Space and Technology

Emerging Export Markets for Energy Efficiency and Renewable Energy Technologies: Can the U.S. Compete?
(Peter Blair)

- 05/13/93 Subcommittee on Defense Technology, Acquisition and Industrial Base, Senate Committee on Armed Services
Impact of the Defense Drawdown
(Jack Nunn)
- 05/20/93 Subcommittee on Transportation and Related Agencies, Senate Committee on Appropriations
Federal Research and Technology for Aviation
(Kevin Dopart and Nancy Carson)
- 06/10/93 Joint Committee on Organization of Congress
Hearing on Congressional Support Agencies
(Roger C. Herdman)
- 06/10/93 Senate Select Committee on Intelligence
U.S. and Foreign Satellite Remote Sensing
(Ray Williamson and Brian McCue)
- 06/16/93 Subcommittee on International Economic Policy, Trade, Oceans and Environment, Senate Committee on Foreign Relations
Global Arms Trade: Commerce in Advanced Military Technology and Weapons
(William Keller)
- 06/17/93 Subcommittee on Energy, House Committee on Science, Space and Technology
DoE Weapons Laboratories
(Julie Gorte)
- 06/17/93 Subcommittee on Department Operations and Nutrition, House Committee on Agriculture
The Federal Role in Agricultural Research Priority Setting
(Daryl Chubin and Michael Phillips)
- 06/22/93 Subcommittee on Health, House Committee on Ways and Means
Cost Containment and The Market for Prescription Drugs
(Judy Wagner and Michael Gluck)
- 07/07/93 Senate Committee on Labor and Human Resources
Making the Future Work: Technology, Workers and the Workplace
(John Alic)

OFFICE OF TECHNOLOGY ASSESSMENT

Program and Financing (in thousands of dollars)

Identification code 09-0700-0-1-801		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations	21,002	21,315	22,030
Financing:				
25.00	Unobligated balance expiring	23		
40.00	Budget authority (appropriation)	21,025	21,315	22,030
Relation of obligations to outlays:				
71.00	Total obligations	21,002	21,315	22,030
72.40	Obligated balance, start of year	5,037	4,394	3,625
74.40	Obligated balance, end of year	-4,394	-3,625	-3,747
77.00	Adjustments in expired accounts	-456		
90.00	Outlays	21,190	22,083	21,908

Object Classification (in thousands of dollars)

Identification code 09-0700-0-1-801		1993 actual	1994 est.	1995 est.
Personnel compensation:				
11.1	Full-time permanent	8,573	8,885	9,290
11.3	Other than full-time permanent	2,441	2,735	2,721
11.9	Total personnel compensation	11,014	11,620	12,011
12.1	Civilian personnel benefits	2,323	2,628	2,738
13.0	Benefits for former personnel	25	2	2
21.0	Travel and transportation of persons	245	227	250
22.0	Transportation of things	117	121	127
23.2	Rental payments to others	1,799	1,875	1,924
23.3	Communications, utilities, and miscellaneous charges	214	243	258
24.0	Printing and reproduction	260	347	357
25.1	Consulting services	412	794	815
25.2	Other services	827	504	518
25.3	Purchase of goods and services from Government accounts	99	106	112
25.5	Research and development contracts	2,916	2,148	2,206
26.0	Supplies and materials	376	315	324
31.0	Equipment	375	385	388
99.9	Total obligations	21,002	21,315	22,030

Personnel Summary

Identification code 09-0700-0-1-801		1993 actual	1994 est.	1995 est.
1001	Total compensable workyears: Full-time equivalent employment	210	205	202

*Trust Funds***CONTRIBUTIONS AND DONATIONS**

Unavailable Collections (in thousands of dollars)

Identification code 09-8094-0-7-801	1993 actual	1994 est.	1995 est.
01.00 Balance, start of year	26	27	27
02.01 Receipts	1		
04.00 Total Balances and collections	27	27	27
07.00 Balance, end of year	27	27	27

Program and Financing (in thousands of dollars)

Identification code 09-8094-0-7-801	1993 actual	1994 est.	1995 est.
Program by activities:			
10.00 Total obligations (object class 25.2)	3	5	5
Financing:			
39.00 Budget authority	3	5	5
Budget authority:			
60.05 Appropriation (indefinite)	4	5	5
60.45 Portion precluded from obligation	-1		
63.00 Appropriation (total)	3	5	5
Relation of obligations to outlays:			
71.00 Total obligations	3	5	5
90.00 Outlays	3	5	5

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

THE CONGRESSIONAL BUDGET OFFICE

Justification of Estimates of Appropriations for
Fiscal Year 1995

Schedule A

Congressional Budget Office

Summary

By Organization and By Object Class

CATEGORIES	FY 93 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)	STAFF (FTEs)	DOLLARS (\$000)
1. Breakdown By Organizations:								
Office of the Director	6	595	6	629	6	654	0	25
Budget Analysis Division	75	6,619	75	6,861	75	7,166	0	305
Macroeconomic Analysis Division	21	1,741	21	1,819	21	1,864	0	45
Tax Analysis Division	18	1,956	17	1,929	17	1,904	0	(26)
Program Divisions (Natural Resources, Health & Human Resources, National Security, and Special Studies)	75	7,020	72	6,854	72	7,365	0	511
Central Support (Office of Inter- governmental Relations and Support)	35	4,064	32	4,225	30	4,308	(2)	83
Total	230	21,994	223	22,317	221	23,261	(2)	944
2. Breakdown By Object Class:								
11 Personnel Compensation		14,184		14,264		14,911		647
12 Personnel Benefits		3,681		3,859		4,052		193
13 Benefits to Former Personnel		10		10		20		10
21 Travel		72		90		90		0
22 Transportation of Things		0		1		1		0
23 Rent, Communications and Utilities		389		444		485		41
24 Printing and Reproduction		372		381		392		11
25 Other Services		2,398		2,404		2,435		31
26 Supplies and Materials		356		402		406		4
31 Equipment		533		462		469		7
32 Land and Structures		0		0		0		0
42 Insurance Claims and Indemnities		0		0		0		0
Total		21,994		22,317		23,261		944

Note: Columns and rows may not add due to rounding.

Schedule B

Congressional Budget Office

Analysis of Change To Budget Base

By Organization and By Object Class

CATEGORIES	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	STAFF		STAFF		STAFF		STAFF		STAFF	
	FTEs	DOLLARS (\$000)	FTEs	DOLLARS (\$000)	FTEs	DOLLARS (\$000)	FTEs	DOLLARS (\$000)	FTEs	DOLLARS (\$000)
1. Breakdown By Organizations:										
Office of the Director	0	25	0		0		0		0	25
Budget Analysis Division	0	329	2		0		(26)		0	305
Macroeconomic Analysis Division	0	40	2		0		3		0	45
Tax Analysis Division	0	(26)	0		0		0		0	(26)
Program Divisions (Natural Resources, Health & Human Resources, National Security, and Special Studies)	0	463	8		0		45		(5)	511
Central Support (Office of Inter- governmental Relations and Support)	0	94	99	(2)	(115)		(2)		7	(2)
Total	0	926	0	111	(2)	(115)	0	20	0	2
2. Breakdown By Object Class:										
11 Personnel Compensation		725	0		(78)		0		0	647
12 Personnel Benefits		201	0		(8)		0		0	193
13 Benefits to Former Personnel		0	0		0		10		0	10
21 Travel		0	0		0		0		0	0
22 Transportation of Things		0	0		0		0		0	0
23 Rent, Communications and Utilities		0	46		(5)		0		0	41
24 Printing and Reproduction		0	12		(1)		0		0	11
25 Other Services		0	29		(6)		8		0	31
26 Supplies and Materials		0	19		(17)		2		0	4
31 Equipment		0	5		0		0		2	7
32 Land and Structures		0	0		0		0		0	0
42 Insurance Claims and Indemnities		0	0		0		0		0	0
Total		926		111	(115)		20		2	944

Note: Columns and rows may not add due to rounding.

Schedule C

Congressional Budget Office

Summary

Detailed Analysis of Change by Organization

		Calculation of Base	
		Staff	Amount (\$000)
Appropriation, 1994		223	22,317
Plus: Supplemental for pay		0	0
Minus: Nonrecurring costs		0	0
Budget Base, 1994		223	22,317
		=====	
		1995 Request	
		Staff	Amount (\$000)

I. Adjustments to Base			
A. Mandatory Changes			926
1. Merit increases and related benefits		365	
2. FY 1995 ECI adjustment - 2.6%		347	
3. Annualization of prior year pay raises turnover, and FTE reduction		187	
4. Benefits price increases		26	
B. Price Level Changes			111
1. Postal rate increase of 15%		43	
2. Printing price increase of 3.1%		12	
3. Commercial ADP price increases of 2.5%		8	
4. Administrative contract increases of 5%		7	
5. Misc. services price increase of 3.2		8	
6. Subscriptions price increase of 11%		14	
7. Books and office equip price increases		5	
8. Miscellaneous price increases		15	
C. Program Type Changes			
1. Legislation			(115)
a. FTE reduction (P.L. 103-69)	(2)	(86)	
b. Administrative reduction (P.L. 103-69)		(29)	
2. Workload			20
a. ADP timesharing		6	
b. ADP systems, data & model development		0	
c. Misc. workload changes		14	
3. Equipment, Alterations, Maint., Repairs etc.			2
a. Misc. ADP equipment increase		2	
II. Net Increase/Decrease Requested	(2)		944
III. Total Appropriation Request, 1995	221		23,261

Note: Columns may not add due to rounding

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C

A. MANDATORY CHANGES		Staff	Amount (\$000)
1. Merit increases and related benefits			365
Merit pay increases are budgeted at 3.2% of base salaries, up slightly over FY 1994 due to the impact of locality pay.			
2. FY 1995 ECI adjustment			347
Funding for a 2.6% ECI adjustment on January 1, 1995.			
3. Annualization of FY 1994 pay increases and other actions.			187
Annualization of the FY 1994 merit increases, turnover effects, and the FTE reductions required by P.L. 103-69).			
4. Miscellaneous benefit cost increases			26
Includes increases in agency costs for employee health insurance and social security.			
B. PRICE LEVEL CHANGES		Staff	Amount (\$000)
1. Postal rate increase of 15%.			43
Provision for a postal rate increase averaging 15% to begin 1/1/95.			
2. Printing price increases of 3.1%			12
Printing costs are expected to increase by 3.1% according to GPO which prints all CBO publications.			
3. Commercial ADP price increases of 2.5%			8
ADP commercial timesharing access and usage price increases will average 2.5% based on information provided by major vendors.			
4. Administrative contracts increase of 5.0%			7
The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.			
5. Misc. services price increase of 3.2%			8
Price increases in this area are projected at 3.2%, slightly higher than the current CBO inflation forecast.			
6. Subscriptions price increase of 11%			14
This price increase is based on information from major vendors.			
7. Books and office equipment price increases			5
This price increase for books and office machines is based on information from major vendors.			
8. Miscellaneous price increases			15
Includes increases for couriers, office supplies, and ADP software.			

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation		
1a. FTE reduction (P.L. 103-69) Reduction in full-time equivalent employment required by the Legislative Branch Appropriations Act of 1994.		(86)
2a. Administrative expense Reduction (P.L. 103-69) Reduction in administrative expenses required by the Legislative Branch Appropriations Act of 1994.		(29)
2. Workload	Staff	Amount (\$000)
2a. ADP timesharing Timesharing workload changes: Increases in committee support offset by decreased administrative usage.		6
2b. ADP systems, data and model development Although spending for these projects is maintained at the current level, funds are being re-allocated to reflect changing needs.		0
2c. Miscellaneous workload changes Includes projected increases for unemployment compensation payments.		14
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount (\$000)
3a. Miscellaneous ADP equipment increase. Includes a small net increase for ADP equipment.		2

Congressional Budget Office
Summary of Agency Request
FY 1995 Budget Request

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	223	22,317,000
Supplemental for pay		0
Nonrecurring costs		0
Budget Base, 1994 (est.)	223	22,317,000
=====		
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs		926,000
Price Level Changes		111,000
Program Type Changes		
Legislation	(2)	(115,000)
Workload		20,000
Equipment, Alterations, Maintenance, Repairs etc.		2,000
Total Proposed Changes	(2)	944,000

FY 1995 Budget Request	221	23,261,000

OVERVIEW OF CBO'S ROLE

The Congressional Budget Act of 1974 established the Congressional Budget Office (CBO) as a nonpartisan Congressional support agency. Its mandate is to be analytically precise, professional, and politically unbiased in providing the Congress with information on matters of budgetary and fiscal policy.

In addition to the work products specified in the Act, including scorekeeping, five-year cost estimates of reported bills, and five-year projections of new budget authority, outlays, and revenues, the Congressional Budget Office has three principal statutory tasks: (1) to provide information to the two Budget Committees on all matters within their jurisdiction and such further reports "as may be necessary and appropriate"; (2) to provide information to the appropriating and tax committees on request; and (3) on request of any other committees, to provide information compiled for the budget, taxing, and appropriating committees plus, "to the extent practicable," additional requested information.

The Budget Enforcement Act of 1990 (Title XIII of the Omnibus Budget Reconciliation Act of 1990) (BEA) assigned CBO additional statutory tasks that were extended through 1998 by the Omnibus Budget Reconciliation Act of 1993. Three times a year, CBO must report whether a sequestration of budgetary resources will be necessary to adhere to the discretionary appropriation caps, the pay-as-you-go requirement for direct spending and receipts legislation, or the maximum deficit amount for a fiscal year. Also, as soon as practicable after Congress completes action on an appropriation bill or on any direct spending or receipts legislation, CBO must provide the Office of Management and Budget with a cost estimate. The Director of CBO is also responsible for alerting the Congress to a recession or downturn in the economy that might warrant a suspension of the current budget procedures.

CBO'S ACCOMPLISHMENTS DURING FY 1993

Once again in fiscal year 1993, budget issues and the health of the economy dominated the legislative agenda of the Congress. As a result, the work of the CBO figured prominently in Congressional deliberations of the issues before the nation. The agency's workload remained steady except for the continuing task of implementing the BEA, which involved working with the Congress and the Office of Management and Budget to settle various issues and questions relating in particular to discretionary spending caps and pay-as-you-go requirements. In addition to the continuing priority given to reducing the federal deficit, major budgetary issues during the year included health care reform, the fiscal health of various government-backed financial institutions, the budgetary and economic impacts of reduced defense spending, and trade and competitiveness.

During the year, the Budget Analysis Division continued to support the Congress on the fiscal year 1994 budget formulation and produced hundreds of bill cost estimates, regular scorekeeping reports, baseline budget projections, and budget estimates for budget reduction options. In addition, the division prepared estimates for numerous proposals related to the budget reconciliation bill; an effort equivalent to work on over 50 individual, major bills. The division continued to assist the Congress with the implementation of the new Budget Enforcement Act and working closely with the Office of Management and Budget (OMB) to minimize differences in spending estimates.

In addition to providing the Congress with regular analyses and projections of the U.S. economy, the Macroeconomic Analysis Division published major studies in many economic areas, including the decline in the national savings rate and the saving habits of baby boomers, NAFTA, and federal debt and interest costs.

Along with its regular revenue scorekeeping reports and revenue cost estimates, the Tax Analysis Division prepared analyses and provided testimony on many issues, including the revenue effects of trade-related bills, energy taxes, and federal user charges.

The CBO's four program divisions--Natural Resources and Commerce, Health and Human Resources, National Security, and Special Studies--continued to assist the Congress in focusing its debate by organizing and presenting analyses and testimonies that outlined the budgetary effects of numerous policy options and alternatives. The subjects of these analyses included the impact of NAFTA on various sectors of the economy, Superfund costs, restructuring the health care system, worker displacement, economic effects of reduced defense spending, defense conversion initiatives, reducing the federal work force, and using performance measures in the government.

CBO'S ACCOMPLISHMENTS DURING FY 1993 cont.

Micro-to-mainframe capabilities continued to be developed by the automated systems staff, enabling analysts to quickly move data between their microcomputer models and mainframe data bases, thereby increasing productivity while reducing timesharing costs. Also, in fiscal year 1993, CBO upgraded its local-area-network (LAN) capability with a more reliable backbone that is easier to maintain and that supports future information technologies.

CHANGES IN CBO'S PLANS FOR FY 1993 AND FY 1994

The CBO actual spending in fiscal year 1993 shows a significant variance from the fiscal year 1993 plan in just two areas. Printing costs in fiscal year 1993 were \$163,000 below the plan. Although an average number of studies was printed, costs were lowered by taking advantage of the GPO 814 program under which an agency's printing jobs are contracted out to private printers by GPO.

Also, in fiscal year 1993, we were given the authority to re-program \$125,000 of the savings in printing costs for ADP equipment purchases, specifically for the replacement of a large part of the CBO local area network. Savings on the final network replacement contract, along with lower spending in other equipment areas, resulted in the use of just \$86,000 of these additional funds.

The CBO fiscal year 1994 appropriation was a 1% reduction from the FY 1993 level and 5.5% below the original budget request. The fiscal year 1994 estimate presented here varies from the original request in a couple of areas. Personnel costs have been reduced to reflect a reduction of 7 FTEs, the cancellation of the 1/1/94 ECI adjustment, lower merit pay costs as more positions are capped, and a reduction of the base due to turnover in fiscal year 1993. Also, the printing budget was reduced to reflect the lower costs of using the 814 program that began in fiscal year 1993.

CBO'S GOALS FOR FY 1995

In fiscal year 1995, the Congressional Budget Office will continue to fulfill its mandate as previously stated. In order to achieve this goal, the following objectives support this budget request:

- o To maintain the quality of analysis currently being provided the Congress and to manage a growing workload with fewer resources. This requires the heavy utilization of all staff in the budget and fiscal analysis areas specifically responsible for CBO's duties under the Budget Enforcement Act, as modified by the Omnibus Budget Reconciliation Act of 1993;
- o To increase the efficiency of all analysts with the most up-to-date computer resources available, while reducing costs by the sharing of data and equipment through networking; and
- o To continue efforts to realize savings in administrative costs by implementing the most cost-effective data-processing and information dissemination methods available.

CBO's Products

PRODUCTS	FY1993 (actual)	FY1994 (est.)	% change 93-94	FY1995 (est.)	% change 94-95
Scorekeeping Reports	50	50	0%	50	0%
Appropriations Bill Cost Estimates	137	132	-4%	132	0%
Other Federal Bill Cost Estimates (a)	528	600	14%	600	0%
State & Local Bill Cost Estimates(a)	439	500	14%	500	0%
Baseline Budget Projections	2	2	0%	2	0%
Program Analysis Reports	30	30	0%	30	0%
Economic Forecast (b)	2	2	0%	2	0%
Analysis of Pres. Budget	1	1	0%	1	0%
Reducing the Deficit	1	1	0%	1	0%
Congressional Testimony	38	40	5%	40	0%
Sequestration Report	3	3	0%	3	0%

(a) Cost estimates are tracked from the start of the legislative session through November.

(b) Includes a comprehensive forecast prepared twice-yearly, plus the quarterly review required by the Balanced Budget and Emergency Deficit Control Act of 1985

CBO's Workload

Total CBO Products:

	FY1993 (actual)	FY1994 (est.)	FY1995 (est.)
Projects pending from prior years	25	25	25
Projects started during the FY	1231	1361	1361
Total projects pending during the FY	1256	1386	1386
Projects completed/terminated during the FY	1231	1361	1361
Projects in progress at the end of the FY	25	25	25

CBO's Workload Cont.

Mandated Products with Regular Due Dates:

	FY1993 (actual)	FY1994 (est.)	FY1995 (est.)
Mandated projects in progress at the beginning of the FY	0	0	0
Projects legally mandated for the FY	1162	1290	1290
Mandated Projects started during the FY	1162	1290	1290
Mandated projects completed during the FY	1162	1290	1290
Mandated projects in progress at the end of the FY	0	0	0

Products In Response To Congressional Requests:

	FY1993 (actual)	FY1994 (est.)	FY1995 (est.)
Requested projects in progress at the beginning of the FY	25	25	25
Projects requested during the FY	69	71	71
Requested projects started during the FY	69	71	71
Requested projects completed/terminated during the FY	69	71	71
Requested projects in progress at the end of the FY	25	25	25

The above tables quantify CBO's main work products. A large number of less formal tasks, which are harder to tabulate, are also performed by CBO. In recent years, the number of formal and informal requests from Congress for CBO assistance has been growing. As a result, the number of informal responses to Congressional requests--in the form of staff memorandum, letter, or telephone response--has been growing significantly, as is the time needed to satisfy these requests.

CBO's Direct and Indirect Employment

Classification	Number of Employees			Dollars (000's)		
	FY1993	FY1994E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	226	226	226	---	---	---
11.1 Full-Time Permanent (FTE's)	220	219	219	13,896	14,104	14,826
11.3 Other Than Full-Time Permanent	10	4	2	285	150	75
Semester interns	2	0	0	51	5	0
Summer interns	3	0	0	66	0	0
Temporary employees	4	4	2	161	135	65
Panel of Economic Advisors	0	0	0	7	10	10
25.0 Other Services (Contracts for on-site personal services)*	1	1	0	85	80	25

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Object Class	25.0 Service Contracts (Indirect Employment)					
Type of service provided under contract	Number of Contracts			Dollars (000's)		
	1993	1994Est	1995Est.	1993	1994Est	1995Est.
ADP	38	40	40	1,618	1,716	1,730
Systems, data & model development	32	24	25	282	208	270
Administrative services	4	3	3	137	135	142
Maintenance and repair	17	20	20	99	88	91
Graphic arts	2	2	2	36	34	34
Storage and mailing	1	1	1	50	50	53
Temporary clerical	1	1	1	18	16	13
Training	48	50	50	40	45	45
Miscellaneous	33	25	25	32	33	33
TOTAL	176	166	167	2,313	2,324	2,410

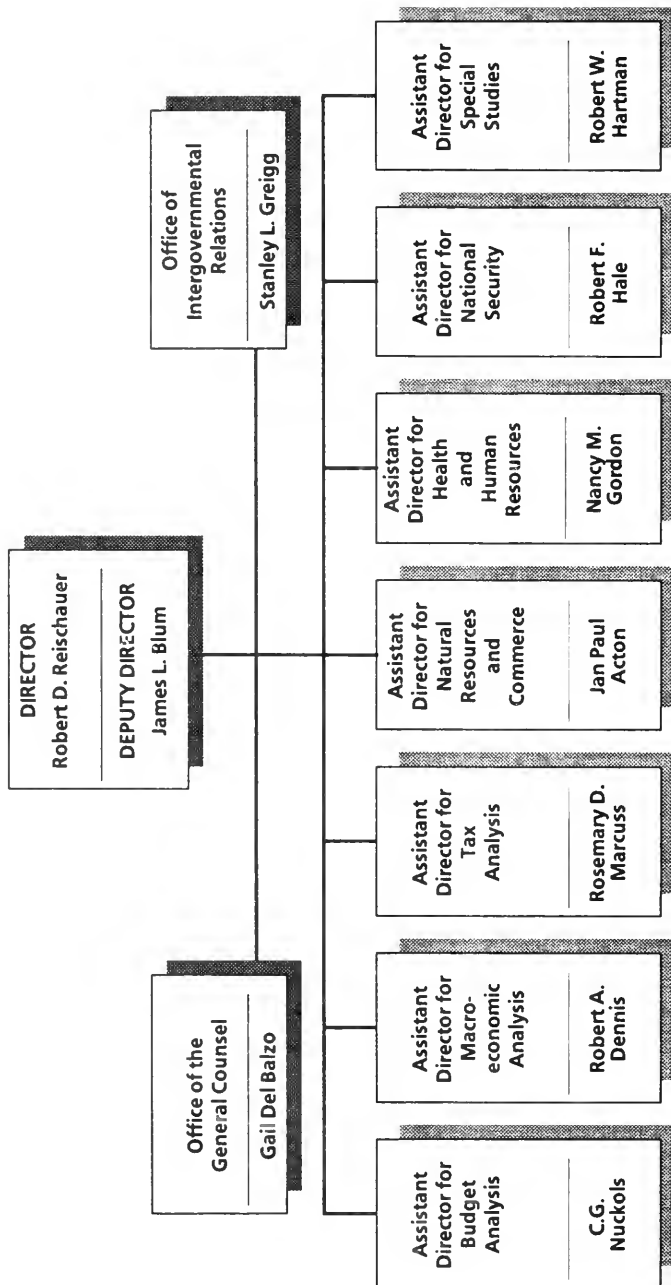
Note: Columns and rows may not add due to rounding.

STAFFING AND ORGANIZATIONAL CHANGES

During fiscal year 1993 just one organizational change occurred at the Congressional Budget Office. The division formerly known as the Human Resources and Community Development Division was renamed the Health and Human Resources Division.

The fiscal year 1995 request contains no provision for changes in the organization or staffing of the Congressional Budget Office.

Organization of the Congressional Budget Office



Schedule A1

Congressional Budget Office
Office of the Director
Summary
By Object Class

	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	NET CHANGE 94/95
	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)
CATEGORIES				
Breakdown by Object Class:				
11 Personnel Compensation	477	495	515	20
12 Personnel Benefits	104	111	117	6
13 Benefits to Former Personnel	0	0	0	0
21 Travel	10	15	15	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	2	3	3	0
26 Supplies and Materials	0	1	1	0
31 Equipment	2	4	4	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	595	629	654	25

Note: Columns and rows may not add due to rounding.

Schedule 81

Congressional Budget Office
Office of the Director
Analysis of Change To Budget Base
By Object Class

CATEGORIES	PROGRAM TYPE CHANGES					
	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	TOTAL CHANGES
DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	
Breakdown By Object Class:						
11 Personnel Compensation	20	0	0	0	0	20
12 Personnel Benefits	6	0	0	0	0	6
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	0	0	0
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	25	0	0	0	0	25

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Office of the Director
Detailed Analysis of Change by Organization

		Calculation of Base	
		Staff	Amount (\$000)
Appropriation, 1994		6	629
Plus: Supplemental for pay		0	0
Minus: Nonrecurring costs		0	0
Budget Base, 1994		6	629
		=====	
		1995 Request	
		Staff	Amount (\$000)
I. Adjustments to Base			
A. Mandatory Changes			25
1. Merit increases and related benefits		4	
2. FY 1995 ECI adjustment - 2.6%		12	
3. Annualization of prior year pay raises turnover, and FTE reduction		9	
4. Benefits price increases		1	
B. Price Level Changes			0
1. Postal rate increase of 15%		0	
2. Printing price increase of 3.1%		0	
3. Commercial ADP price increases of 2.5%		0	
4. Administrative contract increases of 5%		0	
5. Misc. services price increase of 3.2%		0	
6. Subscriptions price increase of 11%		0	
7. Books and office equip price increases		0	
8. Miscellaneous price increases		0	
C. Program Type Changes			
1. Legislation			0
a. FTE reduction (P.L. 103-69)	0	0	
b. Administrative reduction (P.L. 103-69)		0	
2. Workload			0
a. ADP timesharing		0	
b. ADP systems, data & model development		0	
c. Misc. workload changes		0	
3. Equipment, Alterations, Maint., Repairs etc.			0
a. Misc. ADP equipment increase		0	
II. Net Increase/Decrease Requested	0		25
III. Total Appropriation Request, 1995	6		654

Note: Columns may not add due to rounding

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE OFFICE OF THE DIRECTOR		
A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.2% of base salaries, up slightly over FY 1994 due to the impact of locality pay.		4
2. FY 1995 ECI adjustment Funding for a 2.6% ECI adjustment on January 1, 1995.		12
3. Annualization of FY 1994 pay increases and other actions. Annualization of the FY 1994 merit increases, turnover effects, and the FTE reductions required by P.L. 103-69).		9
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		1
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Postal rate increase of 15%. Provision for a postal rate increase averaging 15% to begin 1/1/95.		0
2. Printing price increases of 3.1% Printing costs are expected to increase by 3.1% according to GPO which prints all CBO publications.		0
3. Commercial ADP price increases of 2.5% ADP commercial timesharing access and usage price increases will average 2.5% based on information provided by major vendors.		0
4. Administrative contracts increase of 5.0% The price increase for administrative services provided by the Library of Congress and the WFC is projected from recent increases in these contracts.		0
5. Misc. services price increase of 3.2% Price increases in this area are projected at 3.2%, slightly higher than the current CBO inflation forecast.		0
6. Subscriptions price increase of 11% This price increase is based on information from major vendors.		0
7. Books and office equipment price increases This price increase for books and office machines is based on information from major vendors.		0
8. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE OFFICE OF THE DIRECTOR		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation		
1a. FTE reduction (P.L. 103-69) Reduction in Full-time equivalent employment required by the Legislative Branch Appropriations Act of 1994.		0
2a. Administrative expense Reduction (P.L. 103-69) Reduction in administrative expenses required by the Legislative Branch Appropriations Act of 1994.		0
2. Workload	Staff	Amount (\$000)
2a. ADP timesharing Timesharing workload changes; Increases in committee support offset by decreased administrative usage.		0
2b. ADP systems, data and model development Although spending for these projects is maintained at the current level, funds are being re-allocated to reflect changing needs.		0
2c. Miscellaneous workload changes Includes projected increases for unemployment compensation payments.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount (\$000)
3a. Miscellaneous ADP equipment increase. Includes a small net increase for ADP equipment.		0

ROLE OF THE OFFICE OF THE DIRECTOR

The Office of the Director includes the CBO Director, Deputy Director, General Counsel, and supporting staff. The Office of the Director is responsible for the overall management of the CBO and for seeing that all duties of the organization as specified by the Budget Act are performed effectively and in the manner most useful to the Congress. The Office is also responsible for advising the Congress on a wide range of topics related to the budget process.

The General Counsel performs all legal work for CBO, interpreting applicable statutes, analyzing proposed legislation, and reviewing procurement actions.

Staffing of the Office of the Director

The CBO Director is appointed for a four-year renewable term by the Speaker of the House and the President Pro Tempore of the Senate, after they have considered the recommendations of both Committees on the Budget. The Deputy Director and the General Counsel are appointed by the Director.

The fiscal year 1995 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1993	FY1994E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	7	7	7	----	----	----
11.1 Full-Time Permanent (FTE's)	6	6	6	470	485	505
11.3 Other Than Full-Time Permanent	0	0	0	7	10	10
Semester interns	0	0	0	0	0	0
Summer interns	0	0	0	0	0	0
Temporary employees	0	0	0	0	0	0
Panel of Economic Advisors	0	0	0	7	10	10
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
 Budget Analysis Division
 Summary
 By Object Class

	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	NET CHANGE 94/95
	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)
CATEGORIES				
Breakdown by Object Class:				
11 Personnel Compensation	4,616	4,723	4,982	259
12 Personnel Benefits	1,133	1,188	1,258	70
13 Benefits to Former Personnel	0	0	0	0
21 Travel	6	12	12	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	743	814	790	(24)
26 Supplies and Materials	11	15	15	0
31 Equipment	110	110	110	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	6,619	6,861	7,166	305

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Budget Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	

Breakdown By Object Class:						
11 Personnel Compensation	259	0	0	0	0	259
12 Personnel Benefits	70	0	0	0	0	70
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	2	0	(26)	0	(24)
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	329	2	0	(26)	0	305

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Budget Analysis Division
Detailed Analysis of Change by Organization

		Calculation of Base	
		Staff	Amount (\$000)
Appropriation, 1994		75	6,861
Plus: Supplemental for pay		0	0
Minus: Nonrecurring costs		0	0
Budget Base, 1994		75	6,861
		=====	
		1995 Request	
		Staff	Amount (\$000)
I. Adjustments to Base			
A. Mandatory Changes			329
1. Merit increases and related benefits		169	
2. FY 1995 ECI adjustment - 2.6%		115	
3. Annualization of prior year pay raises turnover, and FTE reduction		37	
4. Benefits price increases		8	
B. Price Level Changes			2
1. Postal rate increase of 15%		0	
2. Printing price increase of 3.1%		0	
3. Commercial ADP price increases of 2.5%		2	
4. Administrative contract increases of 5%		0	
5. Misc. services price increase of 3.2		0	
6. Subscriptions price increase of 11%		0	
7. Books and office equip price increases		0	
8. Miscellaneous price increases		0	
C. Program Type Changes			
1. Legislation			0
a. FTE reduction (P.L. 103-69)		0	0
b. Administrative reduction (P.L. 103-69)			0
2. Workload			(26)
a. ADP timesharing		19	
b. ADP systems, data & model development		(45)	
c. Misc. workload changes		0	
3. Equipment, Alterations, Maint., Repairs etc.			0
e. Misc. ADP equipment increase		0	
II. Net Increase/Decrease Requested		0	305
III. Total Appropriation Request, 1995		75	7,166

Note: Columns may not add due to rounding

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE BUDGET ANALYSIS DIVISION		
A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.2% of base salaries, up slightly over FY 1994 due to the impact of locality pay.		169
2. FY 1995 ECI adjustment Funding for a 2.6% ECI adjustment on January 1, 1995.		115
3. Annualization of FY 1994 pay increases and other actions. Annualization of the FY 1994 merit increases, turnover effects, and the FTE reductions required by P.L. 103-69).		37
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		8
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Postal rate increase of 15%. Provision for a postal rate increase averaging 15% to begin 1/1/95.		0
2. Printing price increases of 3.1% Printing costs are expected to increase by 3.1% according to GPO which prints all CBO publications.		0
3. Commercial ADP price increases of 2.5% ADP commercial timesharing access and usage price increases will average 2.5% based on information provided by major vendors.		2
4. Administrative contracts increase of 5.0% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		0
5. Misc. services price increase of 3.2% Price increases in this area are projected at 3.2%, slightly higher than the current CBO inflation forecast.		0
6. Subscriptions price increase of 11% This price increase is based on information from major vendors.		0
7. Books and office equipment price increases This price increase for books and office machines is based on information from major vendors.		0
8. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE BUDGET ANALYSIS DIVISION		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation		
1a. FTE reduction (P.L. 103-69) Reduction in Full-time equivalent employment required by the Legislative Branch Appropriations Act of 1994.		0
2a. Administrative expense Reduction (P.L. 103-69) Reduction in administrative expenses required by the Legislative Branch Appropriations Act of 1994.		0
2. Workload	Staff	Amount (\$000)
2a. ADP timesharing Timesharing workload changes: Increases in committee support offset by decreased administrative usage.		19
2b. ADP systems, data and model development Although spending for these projects is maintained at the current level, funds are being re-allocated to reflect changing needs.		(45)
2c. Miscellaneous workload changes Includes projected increases for unemployment compensation payments.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount (\$000)
3a. Miscellaneous ADP equipment increase. Includes a small net increase for ADP equipment.		0

ROLE OF THE BUDGET ANALYSIS DIVISION

The Budget Analysis Division, CBO's largest, develops CBO's cost estimates and spending projections. It maintains current tabulations of Congressional spending actions (scorekeeping), prepares five-year cost estimates for bills reported by authorizing committees, prepares outlay estimates for bills providing new budget authority, develops projections of new budget authority and outlays for the coming five years, and estimates costs to state and local governments of complying with federal legislation. The Budget Analysis Division reviews the spending estimates submitted by the Administration and prepares an annual report to the Appropriations Committees on the President's budget. The division also contributes estimates to other CBO reports, such as the annual report and the budget reduction options report. As needed, the division provides other budget estimates to the Budget and Appropriations Committees, to other committees of the Congress, and to individual Members.

ACCOMPLISHMENTS OF THE BUDGET ANALYSIS DIVISION IN FY 1993

Most of fiscal year 1993 was devoted to supporting the work of the Congress on the fiscal year 1994 budget. In November 1992, the division began to prepare baseline budget projections for fiscal years 1994-1998, which were published in the CBO annual report to the Budget Committees in January 1993. The division reviewed the President's fiscal year 1994 budget proposals during February, and the results were included in CBO's analysis of the President's budget, which was published in March at the request of the Senate Committee on Appropriations. The division provided technical support to the Budget Committees in the preparation of the concurrent resolution on the budget for fiscal year 1994, which was adopted by the Congress in April. The CBO baseline projections for fiscal years 1994-1998 were updated during the summer and published in September.

The division prepared cost estimates and provided other technical support to the authorizing committees. Over 500 federal bill cost estimates were prepared during calendar year 1993. Substantial costing and other technical work was done for legislation in banking, campaign finance, health care reform, international trade, maritime affairs, mining, transportation, unemployment compensation, and veterans programs. In addition, from May through August, the division prepared estimates for numerous proposals related to the budget reconciliation bill; this effort was equivalent to work on over 50 individual, major bills. The division prepared outlay estimates for all fiscal year 1994 appropriation bills at all stages of the legislative process, beginning with subcommittee markups and ending with conference reports. The final sequestration report for fiscal year 1993 was prepared in October,

ACCOMPLISHMENTS OF THE BUDGET ANALYSIS DIVISION IN FY 1993 cont.

1992, and two sequestration reports were prepared for fiscal year 1994--a preview report in April 1993 and an update report in August 1993.

The division also was occupied during the 1st Session of the 103rd Congress with various issues involving the implementation of the Budget Enforcement Act, particularly the discretionary appropriation limits and the pay-as-you-go requirements for direct spending and revenue legislation. The division worked closely with the Office of Management and Budget to continue to develop common interpretations of the Budget Enforcement Act's procedures and to minimize differences between the agencies' spending estimates.

The division prepared a number of statements for testimony by the CBO Director before Congressional committees during the past year on subjects including the economic and budget outlook, the line-item veto, biennial budgeting, and health care reform. Division staff also testified before a Congressional subcommittee and the House Republican Study Committee during the 1st Session of the 103rd Congress (see products of the Budget Analysis Division).

The division's data processing expenses for commercial and interagency timesharing services in fiscal year 1993 were reduced by about \$35,000, or 5 percent, from the fiscal year 1992 level. This is the eighth year in a row that this division has reduced its timesharing expenses while still maintaining an excellent level of service. This record of savings is the result of a determined, continual effort to improve the efficiency of existing timesharing applications and to take advantage of the increasing power of microcomputers by continually moving appropriate tasks from the timesharing environment to microcomputers.

CHANGES IN PLANS FOR FY 1993 AND FY 1994 FOR THE BUDGET ANALYSIS DIVISION

There were no significant changes in plans in fiscal year 1993 or fiscal year 1994 for the Budget Analysis Division.

PRIORITIES FOR THE BUDGET ANALYSIS DIVISION DURING FY 1995

The primary objective of the Budget Analysis Division during fiscal year 1995 will be to provide technical assistance and analytical support to the Congress in its work on the fiscal year 1995 budget. This will include the preparation of baseline budget projections, cost estimates for authorization and direct spending legislation, and outlay estimates for appropriation bills. It is anticipated that the demand will be particularly high for cost analyses of many different health care reform proposals and proposals to reduce the deficit. It is also anticipated that there may be new discussions between the Administration and the Congress on budget targets and procedures, which will entail the pricing out of various budget options and analysis of new budgetary procedures. The division will complete an analysis of the cost of the President's health care reform proposal and major alternatives.

PRODUCTS OF THE BUDGET ANALYSIS DIVISION

Budget Projection Reports

The Economic and Budget Outlook: Fiscal Years 1994-1998 (January 1993)

An Analysis of the President's February Budgetary Proposals (March 1993)

The Economic and Budget Outlook: An Update (September 1993)

Other Reports

Final Sequestration Report for Fiscal Year 1993 (October 1992)

Energy Policy Act of 1992: A Budgetary Perspective (December 1992)

Federal Debt and Interest Costs (May 1993)

Forecasting AFDC Caseloads, with an Emphasis on Economic Factors (July 1993)

Estimates of Health Care Proposals from the 102nd Congress (July 1993)

The C-17: Costs and Alternatives (August 1993)

Projections of National Health Expenditures: 1993 Update (October 1993)

PRODUCTS OF THE BUDGET ANALYSIS DIVISION cont.Congressional Testimony by Division Staff

Paul Cullinan, House Republican Study Committee, (on deficit reduction options affecting Social Security) on February 10, 1993

Eileen M. Manfredi, House Subcommittee on General Farm Commodities, (on the budgetary impact of H.R. 4279, a bill to enhance the competitiveness of U.S. processed and high-value agricultural products in export markets and expand domestic employment opportunities) March 23, 1993

Staffing of the Budget Analysis Division

The fiscal year 1995 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1993	FY1994E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	76	76	76	----	----	----
11.1 Full-Time Permanent (FTE's)	75	75	75	4,611	4,721	4,980
11.3 Other Than Full-Time Permanent	0	0	0	5	0	0
Semester interns	0	0	0	0	0	0
Summer interns	0	0	0	0	0	0
Temporary Employees	0	0	0	5	0	0
Panel of Economic Advisors	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	8	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Macroeconomic Analysis Division
Summary
By Object Class

	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	NET CHANGE 94/95
CATEGORIES	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)
Breakdown by Object Class:				
11 Personnel Compensation	1,233	1,353	1,384	32
12 Personnel Benefits	336	375	383	9
13 Benefits to Former Personnel	0	0	0	0
21 Travel	5	8	8	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	117	54	55	1
26 Supplies and Materials	26	20	24	4
31 Equipment	25	10	10	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	1,741	1,819	1,864	45

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
 Macroeconomic Analysis Division
 Analysis of Change To Budget Base
 By Object Class

CATEGORIES	PROGRAM TYPE CHANGES					
	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES				TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	
Breakdown By Object Class:						
11 Personnel Compensation	32	0	0	0	0	32
12 Personnel Benefits	9	0	0	0	0	9
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	1	0	0	0	1
26 Supplies and Materials	0	2	0	3	0	4
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	40	2	0	3	0	45

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Macroeconomic Analysis Division
Detailed Analysis of Change by Organization

Calculation of Base	
Staff	Amount (\$000)
Appropriation, 1994	21 1,819
Plus: Supplemental for pay	0 0
Minus: Nonrecurring costs	0 0
Budget Base, 1994	21 1,819
=====	
1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base	
A. Mandatory Changes	40
1. Merit increases and related benefits	32
2. FY 1995 ECI adjustment - 2.6%	32
3. Annualization of prior year pay raises turnover, and FTE reduction	(27)
4. Benefits price increases	3
B. Price Level Changes	2
1. Postal rate increase of 15%	0
2. Printing price increase of 3.1%	0
3. Commercial ADP price increases of 2.5%	1
4. Administrative contract increases of 5%	0
5. Misc. services price increase of 3.2	0
6. Subscriptions price increase of 11%	0
7. Books and office equip price increases	0
8. Miscellaneous price increases	2
C. Program Type Changes	
1. Legislation	0
a. FTE reduction (P.L. 103-69)	0
b. Administrative reduction (P.L. 103-69)	0
2. Workload	3
a. ADP timesharing	0
b. ADP systems, data & model development	0
c. Misc. workload changes	3
3. Equipment, Alterations, Maint., Repairs etc.	0
a. Misc. ADP equipment increase	0
II. Net Increase/Decrease Requested	0 45
III. Total Appropriation Request, 1995	21 1,864

Note: Columns may not add due to rounding

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE MACROECONOMIC ANALYSIS DIVISION

A. MANDATORY CHANGES		Staff	Amount (\$000)
1. Merit increases and related benefits			32
Merit pay increases are budgeted at 3.2% of base salaries, up slightly over FY 1994 due to the impact of locality pay.			
2. FY 1995 ECI adjustment			32
Funding for a 2.6% ECI adjustment on January 1, 1995.			
3. Annualization of FY 1994 pay increases and other actions.			(27)
Annualization of the FY 1994 merit increases, turnover effects, and the FTE reductions required by P.L. 103-69).			
4. Miscellaneous benefit cost increases			3
Includes increases in agency costs for employee health insurance and social security.			
B. PRICE LEVEL CHANGES		Staff	Amount (\$000)
1. Postal rate increase of 15%.			0
Provision for a postal rate increase averaging 15% to begin 1/1/95.			
2. Printing price increases of 3.1%			0
Printing costs are expected to increase by 3.1% according to GPO which prints all CBO publications.			
3. Commercial ADP price increases of 2.5%			1
ADP commercial timesharing access and usage price increases will average 2.5% based on information provided by major vendors.			
4. Administrative contracts increase of 5.0%			0
The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.			
5. Misc. services price increase of 3.2%			0
Price increases in this area are projected at 3.2%, slightly higher than the current CBO inflation forecast.			
6. Subscriptions price increase of 11%			0
This price increase is based on information from major vendors.			
7. Books and office equipment price increases			0
This price increase for books and office machines is based on information from major vendors.			
8. Miscellaneous price increases			2
Includes increases for couriers, office supplies, and ADP software.			

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE MACROECONOMIC ANALYSIS DIVISION		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation		
1a. FTE reduction (P.L. 103-69) Reduction in Full-time equivalent employment required by the Legislative Branch Appropriations Act of 1994.		0
2a. Administrative expense Reduction (P.L. 103-69) Reduction in administrative expenses required by the Legislative Branch Appropriations Act of 1994.		0
2. Workload	Staff	Amount (\$000)
2a. ADP timesharing Timesharing workload changes: Increases in committee support offset by decreased administrative usage.		0
2b. ADP systems, data and model development Although spending for these projects is maintained at the current level, funds are being re-allocated to reflect changing needs.		0
2c. Miscellaneous workload changes Includes projected increases for unemployment compensation payments.		3
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount (\$000)
3a. Miscellaneous ADP equipment increase. Includes a small net increase for ADP equipment.		0

ROLE OF THE MACROECONOMIC ANALYSIS DIVISION

The Macroeconomic Analysis Division analyzes the U.S. economy, prepares projections of future economic conditions, and studies how that future could be affected by different economic developments or policies. The economic projections serve both Budget Committees in developing the concurrent resolutions on the budget and the entire Congress as it considers and passes the budget. The division's analyses focus on such issues as inflation, employment, production, incomes, international economic affairs, and credit, as well as the interaction of these issues with the federal budget. Although CBO does not have its own large-scale econometric model, its forecasts are based on information from the major econometric models and other forecasting services that are available commercially, along with the advice of a distinguished panel of advisers who represent a wide spectrum of economic views.

ACCOMPLISHMENTS OF THE MACROECONOMIC ANALYSIS DIVISION IN FY 1993

In fiscal year 1993 the Macroeconomic Analysis Division provided regular economic forecasts and detailed analyses of the state of the economy for the House and Senate Budget Committees, as well as for other Congressional committees. Major reports that the division completed during the year (some in participation with other divisions) include a study of the decline in the national saving rate (for the House Ways and Means Committee); a study of the saving of baby boomers (for the House Ways and Means Committee); a budgetary and economic analysis of the NAFTA (for the Senate Finance Committee), with an associated memorandum on the effects of past reforms in other countries; a study of federal debt and interest costs (for the House Ways and Means Committee); and a study of the federal home loan banks (a study mandated by section 1393 of the Housing and Community Development Act of 1992 (Public Law 102-550)). In addition, the division prepared testimony on several of these issues.

Nearing completion as the fiscal year ended were several other studies: one dealing with the possible economic impact of insolvencies among insurance companies (for the House Banking Committee); one evaluating the system of measuring fiscal policy known as "generational accounting" (for the Senate Subcommittee on Deficits, Debt Management and International Debts of the Finance Committee); and other studies.

CHANGES IN PLANS FOR FY 1993 AND FY 1994 FOR THE MACROECONOMIC ANALYSIS DIVISION

There were no significant changes in plans in fiscal year 1993 or fiscal year 1994 for the Macroeconomic Analysis Division.

PRIORITIES FOR THE MACROECONOMIC ANALYSIS DIVISION IN FY 1995

The Macroeconomic Analysis Division's main priority for fiscal year 1995 will remain to provide authoritative views of the economic outlook for the Budget Committees (in particular in ways explicitly mandated by the Balanced Budget Act) and to conduct analyses of important policy issues for those and other committees.

The division has successfully focused its resources in recent years on issues concerning financial markets and international trade. In 1995, greater emphasis is likely to be placed on recent advances in the understanding of the effects of fiscal policy on the economy. The division will also continue to seek ways to improve its economic forecasts, especially in the areas of inflation, interest rates and the division of Gross Domestic Product among wages, profits and other components of national income.

PRODUCTS OF THE MACROECONOMIC ANALYSIS DIVISION

Products of the Macroeconomic Analysis Division include a macroeconomic forecast prepared twice a year, studies of specific economic issues requested by Congressional committees, and regular economic analyses in support of the budgetary analyses prepared by other CBO divisions.

Staffing of the Macroeconomic Analysis Division

The fiscal year 1995 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1993	FY1994E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	23	23	23	---	---	---
11.1 Full-Time Permanent (FTE's)	21	21	21	1,233	1,352	1,383
11.3 Other Than Full-Time Permanent	0	0	0	0	0	0
Semester interns	0	0	0	0	0	0
Summer interns	0	0	0	0	0	0
Temporary employees	0	0	0	0	0	0
Panel of Economic Advisors	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	1	0	0	58	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Tax Analysis Division
Summary
By Object Class

	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	NET CHANGE 94/95
	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)
CATEGORIES				
Breakdown by Object Class:				
11 Personnel Compensation	1,257	1,214	1,195	(19)
12 Personnel Benefits	383	395	388	(7)
13 Benefits to Former Personnel	0	0	0	0
21 Travel	5	8	8	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	275	278	278	0
26 Supplies and Materials	3	3	3	0
31 Equipment	33	32	32	0
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	1,956	1,929	1,904	(26)

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Tax Analysis Division
Analysis of Change To Budget Base
By Object Class

CATEGORIES	PROGRAM TYPE CHANGES					TOTAL CHANGES
	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	
Breakdown By Object Class:						
11 Personnel Compensation	(19)	0	0	0	0	(19)
12 Personnel Benefits	(7)	0	0	0	0	(7)
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	0	0	0	0	0
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	0	0
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	(26)	0	0	0	0	(26)

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Tax Analysis Division
Detailed Analysis of Change by Organization

Calculation of Base		
Staff	Amount (\$000)	
Appropriation, 1994	17	1,929
Plus: Supplemental for pay	0	0
Minus: Nonrecurring costs	0	0
Budget Base, 1994	17	1,929
=====		
1995 Request		
I. Adjustments to Base	Staff	Amount (\$000)
A. Mandatory Changes		(26)
1. Merit increases and related benefits		29
2. FY 1995 ECI adjustment - 2.6%		27
3. Annualization of prior year pay raises turnover, and FTE reduction		(84)
4. Benefits price increases		3
B. Price Level Changes		0
1. Postal rate increase of 15%		0
2. Printing price increase of 3.1%		0
3. Commercial ADP price increases of 2.5%		0
4. Administrative contract increases of 5%		0
5. Misc. services price increase of 3.2		0
6. Subscriptions price increase of 11%		0
7. Books and office equip price increases		0
8. Miscellaneous price increases		0
C. Program Type Changes		
1. Legislation		0
a. FTE reduction (P.L. 103-69)	0	0
b. Administrative reduction (P.L. 103-69)		0
2. Workload		0
a. ADP timesharing		0
b. ADP systems, data & model development		0
c. Misc. workload changes		0
3. Equipment, Alterations, Maint., Repairs etc.		0
a. Misc. ADP equipment increase		0
II. Net Increase/Decrease Requested	0	(26)
III. Total Appropriation Request, 1995	17	1,904

Note: Columns may not add due to rounding

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE TAX ANALYSIS DIVISION

A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.2% of base salaries, up slightly over FY 1994 due to the impact of locality pay.		29
2. FY 1995 ECI adjustment Funding for a 2.6% ECI adjustment on January 1, 1995.		27
3. Annualization of FY 1994 pay increases and other actions. Annualization of the FY 1994 merit increases, turnover effects, and the FTE reductions required by P.L. 103-69.		(84)
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		3
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Postal rate increase of 15%. Provision for a postal rate increase averaging 15% to begin 1/1/95.		0
2. Printing price increases of 3.1% Printing costs are expected to increase by 3.1% according to GPO which prints all CBO publications.		0
3. Commercial ADP price increases of 2.5% ADP commercial timesharing access and usage price increases will average 2.5% based on information provided by major vendors.		0
4. Administrative contracts increase of 5.0% The price increase for administrative services provided by the Library of Congress and the NRC is projected from recent increases in these contracts.		0
5. Misc. services price increase of 3.2% Price increases in this area are projected at 3.2%, slightly higher than the current CBO inflation forecast.		0
6. Subscriptions price increase of 11% This price increase is based on information from major vendors.		0
7. Books and office equipment price increases This price increase for books and office machines is based on information from major vendors.		0
8. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		0

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE TAX ANALYSIS DIVISION		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation		
1a. FTE reduction (P.L. 103-69) Reduction in Full-time equivalent employment required by the Legislative Branch Appropriations Act of 1994.		0
2a. Administrative expense Reduction (P.L. 103-69) Reduction in administrative expenses required by the Legislative Branch Appropriations Act of 1994.		0
2. Workload	Staff	Amount (\$000)
2a. ADP timesharing Timesharing workload changes: Increases in committee support offset by decreased administrative usage.		0
2b. ADP systems, data and model development Although spending for these projects is maintained at the current level, funds are being re-allocated to reflect changing needs.		0
2c. Miscellaneous workload changes Includes projected increases for unemployment compensation payments.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount (\$000)
3a. Miscellaneous ADP equipment increase. Includes a small net increase for ADP equipment.		0

ROLE OF THE TAX ANALYSIS DIVISION

The Tax Analysis Division is responsible for providing tax receipt baseline projections for CBO's five-year budget projections, estimating the budget effects of legislation affecting customs duties, fees, and penalties, studying tax expenditures, analyzing economic and taxpayer-behavioral effects of changes in tax law, and estimating the distribution of federal taxes among taxpayers. Work under way focuses on recent changes in family income and in taxes paid, the exclusion for employment-based health insurance, alternative taxes on consumption, the economic effects of tax-based incentives to save and invest, and, generally, the effects of taxes on economic activity and taxpayer behavior.

ACCOMPLISHMENTS OF THE TAX ANALYSIS DIVISION IN FY 1993

In fiscal year 1993, the Tax Analysis Division (TAD) prepared CBO's baseline revenue estimates and responded to requests from Congressional staff with a wide range of background material on tax matters. TAD provided cost estimates of all trade-related bills with significant effects on revenues. Also, in cooperation with the Budget Analysis Division, TAD maintained the bill-by-bill Congressional scorekeeping system for all legislation with budget effects reported out of committees. A weekly scorekeeping report was provided to the Appropriations Committees.

In response to requests by the Congress, TAD published a study, *The Growth of Federal User Charges*, and released a CBO paper, *Comparing CBO and Census Income Statistics*. The division prepared memoranda and testimonies on the subjects listed above as well as other subjects, including taxes on energy.

Work under way that is scheduled to be completed in 1993 includes a study of the tax exclusion for employment-based health insurance and a study of recent changes in the distribution of federal taxes among taxpayers. Work under way, that is expected to be completed in 1994, includes a study of the sources of family income and a study of a hypothetical direct consumption tax, as well as continuing analysis of other tax-related subjects.

CHANGES IN PLANS FOR FY 1993 AND FY 1994 FOR THE TAX ANALYSIS DIVISION

There were no significant changes in plans in fiscal year 1994 or fiscal year 1995 for the Tax Analysis Division.

PRIORITIES FOR THE TAX ANALYSIS DIVISION DURING FY 1995

During fiscal year 1995, the main priority of the Tax Analysis Division will be to continue to provide the five-year baseline budget projections to the Congress and, in cooperation with other divisions at CBO and the Joint Committee on Taxation, prepare the estimates and analyses requested by the Congress on tax-related issues. TAD will continue to work with the Joint Committee on Taxation and the Department of the Treasury to develop and implement new methods for estimating the effects on receipts of recently-enacted tax legislation. In addition, the division continues to prepare studies of tax issues of interest to the Congress.

PRODUCTS OF THE TAX ANALYSIS DIVISION

See "Accomplishments of the Tax Analysis Division in FY 1993."

Staffing of the Tax Analysis Division

The fiscal year 1995 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1993	FY1994E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	17	17	17	----	----	----
11.1 Full-Time Permanent (FTE's)	17	17	17	1,185	1,213	1,194
11.3 Other Than Full-Time Permanent	1	0	0	73	0	0
Semester interns	0	0	0	0	0	0
Summer interns	0	0	0	0	0	0
Temporary employees	1	0	0	73	0	0
Panel of Economic Advisors	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	0	0	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Program Divisions (a)
Summary
By Object Class

	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	NET CHANGE 94/95
CATEGORIES	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)
Breakdown by Object Class:				
11 Personnel Compensation	4,964	4,789	5,148	359
12 Personnel Benefits	1,280	1,277	1,381	104
13 Benefits to Former Personnel	0	0	0	0
21 Travel	44	39	39	0
22 Transportation of Things	0	0	0	0
23 Rent, Communication and Utilities	0	0	0	0
24 Printing and Reproduction	0	0	0	0
25 Other Services	642	648	701	53
26 Supplies and Materials	21	25	25	0
31 Equipment	70	76	71	(5)
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	7,020	6,854	7,365	511

(a) Includes the Natural Resources Division, the Health and Human Resources Division, the National Security Division, and the Special Studies Division.

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Program Divisions (a)
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	
Breakdown By Object Class:						
11 Personnel Compensation	359	0	0	0	0	359
12 Personnel Benefits	104	0	0	0	0	104
13 Benefits to Former Personnel	0	0	0	0	0	0
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	0	0	0	0	0
24 Printing and Reproduction	0	0	0	0	0	0
25 Other Services	0	8	0	45	0	53
26 Supplies and Materials	0	0	0	0	0	0
31 Equipment	0	0	0	0	(5)	(5)
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	463	8	0	45	(5)	511

(a) Includes the Natural Resources Division, the Health and Human Resources Division, the National Security Division, and the Special Studies Division.

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office
Program Divisions (a)
Detailed Analysis of Change by Organization

		Calculation of Base	
		Staff	Amount (\$000)
Appropriation, 1994		72	6,854
Plus: Supplemental for pay		0	0
Minus: Nonrecurring costs		0	0
Budget Base, 1994		72	6,854
		=====	
		1995 Request	
		Staff	Amount (\$000)
I. Adjustments to Base			
A. Mandatory Changes			463
1. Merit increases and related benefits			107
2. FY 1995 ECI adjustment - 2.6%			119
3. Annualization of prior year pay raises turnover, and FTE reduction			229
4. Benefits price increases			9
B. Price Level Changes			8
1. Postal rate increase of 15%			0
2. Printing price increase of 3.1%			0
3. Commercial ADP price increases of 2.5%			1
4. Administrative contract increases of 5%			0
5. Misc. services price increase of 3.2			0
6. Subscriptions price increase of 11%			0
7. Books and office equip price increases			0
8. Miscellaneous price increases			7
C. Program Type Changes			
1. Legislation			0
a. FTE reduction (P.L. 103-69)		0	0
b. Administrative reduction (P.L. 103-69)			0
2. Workload			45
a. ADP timesharing			0
b. ADP systems, data & model development			45
c. Misc. workload changes			0
3. Equipment, Alterations, Maint., Repairs etc.			(5)
a. Misc. ADP equipment increase			(5)
II. Net Increase/Decrease Requested		0	511
III. Total Appropriation Request, 1995		72	7,365

(a) Includes Natural Resources, Health & Human Resources,
National Security, and Special Studies.

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE PROGRAM DIVISIONS

A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.2% of base salaries, up slightly over FY 1994 due to the impact of locality pay.		107
2. FY 1995 ECI adjustment Funding for a 2.6% ECI adjustment on January 1, 1995.		119
3. Annualization of FY 1994 pay increases and other actions. Annualization of the FY 1994 merit increases, turnover effects, and the FTE reductions required by P.L. 103-69).		229
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		9
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Postal rate increase of 15%. Provision for a postal rate increase averaging 15% to begin 1/1/95.		0
2. Printing price increases of 3.1% Printing costs are expected to increase by 3.1% according to GPO which prints all CBO publications.		0
3. Commercial ADP price increases of 2.5% ADP commercial timesharing access and usage price increases will average 2.5% based on information provided by major vendors.		1
4. Administrative contracts increase of 5.0% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		0
5. Misc. services price increase of 3.2% Price increases in this area are projected at 3.2%, slightly higher than the current CBO inflation forecast.		0
6. Subscriptions price increase of 11% This price increase is based on information from major vendors.		0
7. Books and office equipment price increases This price increase for books and office machines is based on information from major vendors.		0
8. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		7

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR THE PROGRAM DIVISIONS		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation		
1a. FTE reduction (P.L. 103-69) Reduction in Full-time equivalent employment required by the Legislative Branch Appropriations Act of 1994.		0
2a. Administrative expense Reduction (P.L. 103-69) Reduction in administrative expenses required by the Legislative Branch Appropriations Act of 1994.		0
2. Workload	Staff	Amount (\$000)
2a. ADP timesharing Timesharing workload changes: Increases in committee support offset by decreased administrative usage.		0
2b. ADP systems, data and model development Although spending for these projects is maintained at the current level, funds are being re-allocated to reflect changing needs.		45
2c. Miscellaneous workload changes Includes projected increases for unemployment compensation payments.		0
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount (\$000)
3a. Miscellaneous ADP equipment increase. Includes a small net increase for ADP equipment.		(5)

ROLE OF THE PROGRAM DIVISIONS

CBO's four program divisions--Natural Resources and Commerce, Health and Human Resources, National Security, and the Special Studies Division--respond to requests from almost every committee of Congress for analyses of issues and options that allow the Congress to forecast the consequences of legislation before it is enacted. These responses include formal and informal estimates of costs and programming impacts on the programs' participants, short-term policy analyses of specific provisions of proposed legislation, testimony at Congressional hearings, and longer-term analyses of broad issue areas which may result in published papers.

In addition, all of these divisions provide information and analyses essential to the preparation of budgetary and bill cost estimates prepared by the Budget Analysis, Macroeconomic Analysis, and Tax Analysis divisions, as well as writing many of the sections of CBO's annual report on options for reducing the deficit.

Natural Resources and Commerce Division: This division serves the Congress on issues of agriculture, energy and natural resources, the environment, financial institutions, industry and trade, public works infrastructure, and research, development, and technology.

Health and Human Resources Division: This division provides analysis of programmatic and budgetary issues in the areas of health, income security, Social Security, education, employment and training, and social services.

National Security Division: This division's analyses examine issues and legislation concerning military manpower, strategic forces, general purpose forces, and other programs related to national defense.

Special Studies Division: This division provides the Congress with analyses of federal personnel, compensation, and procurement policies; general government management and performance; the administration of justice; proposed changes in budget process, concepts and accounting; federal financial operations and management; and federal credit policies, including government-sponsored enterprises, loans, guarantees, insurance, and contingent liabilities.

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1993

The accomplishments of the program divisions include the following:

Natural Resources and Commerce Division:

During fiscal year 1993, this division provided information in many forms to the cognizant committees in its program areas. In addition, this division coordinated with and provided input to other CBO divisions in their support of Congress. Specific studies and assistance include:

- o Agriculture: Published a study on the effects of the North American Free Trade Agreement (NAFTA) on U.S. agriculture; supported the Budget Analysis Division in analyzing policy options raised during debate on agricultural legislation; assisted in preparing testimony before the House Agriculture Committee; and prepared options for reducing the deficit by cutting spending for agriculture programs.
- o Energy: Published a study on the effects of NAFTA on trade in energy and petrochemicals; testified on the effects of a proposed BTU tax; briefed several committee staffs on alternative energy taxes, the world oil market, oil and gas royalty issues, and data requirements for reformulated gasoline; and assisted committee staffs in evaluating energy conservation proposals for House office buildings and evaluating a proposal to convert natural gas to methanol. Ongoing work includes an analysis of the role of the strategic petroleum reserve in U.S. energy policy, in light of its use during the Gulf crisis.
- o Environment: Reported on the environmental effects of NAFTA and issued a memorandum on using tradable permits to control water pollution; testified on the Superfund program before the House Energy and Commerce Committee; briefed committee staffs on the Superfund program and environmental cleanup at Department of Energy nuclear weapons production facilities. Ongoing work includes estimating the total costs of the Superfund program, assessing adding natural resources and environment to the national economic accounts, and examining the problem of environmental cleanup at Department of Energy weapons facilities.

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1993 cont.

- o Financial Institutions: Prepared several analyses dealing with problems of the banks, savings and loan institutions, and their respective deposit insurance funds. These include: a study of the resolution of the thrift crisis, a memorandum on the regional aspects of bank lending, and a memorandum on reorganizing the bank and thrift regulatory agencies. This division was active in analyzing policy options raised during the debate of legislation to fund continued operation of the RTC. Staff prepared testimony for the Senate Banking Committee on the budget baseline estimates on the status of the savings and loan bailout and the deposit insurance fund for banks. Ongoing analytic work and staff memoranda focus on the size of the problem, the pace of resolution, and evaluation of various policy options.
- o Natural Resources: Testified on mining law reform and assisted committee staffs in evaluating economic studies of the effects of mining law changes. Assisted the Budget Analysis Division in developing estimates for mining law reform. Ongoing work includes an analysis of federal water policy and an analysis of the cost of environmental restoration at abandoned hard rock mining sites.
- o Public Investment, Research and Development, and Science Policy: Published a study of the high performance computing and communications initiative. Released a memorandum on estimates of the economic rate of return to R&D investments. Initiated an examination of issues related to R&D in the pharmaceutical industry. Updated and extended a previous study on trends in domestic infrastructure spending.
- o Space: Briefed committee staffs on space policy alternatives and their budgetary impact, including alternative budget scenarios for NASA. Provided testimony to the House Committee on Science, Space, and Technology on reinventing NASA.
- o Trade and Competitiveness: Published a major study on the budgetary and economic effects of the proposed North American Free Trade Agreement. In addition, released three supplementary papers on NAFTA and agriculture, energy and economic models. Worked with Senate and House Committees on NAFTA issues. Presented testimony to the Ways and Means Committee and to the Committee on Government Operations.

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1993 cont.**Health and Human Resources Division:**

Major accomplishments in this division in fiscal year 1993 occurred in a variety of policy areas:

- o To assist the Congress as it considered major proposals to restructure the health care system, the division prepared a number of formal products on health care topics. They included analyses of single-payer and all-payer health insurance systems using Medicare's payment rates, hospitals' responses to uncompensated care and public-program controls on spending, managed competition and its potential to reduce health spending, trends in health spending, and controls on the rate of growth of private health insurance premiums. Other formal products examined the experiences of workers displaced during the 1980s, the wage rates and health insurance status of low-wage workers, the effects of the Higher Education Amendments of 1992 on the Pell Grant program, the experiences of the Stafford Loan program, and the federal role in improving elementary and secondary education.
- o Testimony before Congressional committees focused on trends in the number of people without health insurance and the cost of health care, the potential for reducing the administrative costs of the health care system, the effects that cost containment provisions would have on national health expenditures, the effect of health care spending on the federal budget deficit, and the experiences of displaced workers during the 1980s.
- o The division also provided extensive informal assistance to the staffs of Congressional committees and to the Budget Analysis Division of CBO in the following areas: the costs and distributional effects of proposals to change Medicare's benefits for individuals and to change Medicare's payments to hospitals, the costs of administering poverty-related programs, the costs and other effects of proposals to limit the time AFDC benefits may be received, the implications of extending the Emergency Unemployment Compensation program, the impacts of providing adjustment assistance for workers who would lose their jobs because of the North American Free Trade Agreement, the costs of modifying various federal housing assistance programs, the premium income of the Pension Benefit Guaranty Corporation under current law and under a number of

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1993 cont.

alternatives, and the costs and effects of various federal student aid programs, including the Pell Grant program.

National Security Division:

In fiscal year 1993, the National Security Division provided information on defense budget issues to various Congressional committees and subcommittees. Some of the division's work involved informal assistance. For example, members of the division assisted in assessing proposals to alter military retirement benefits.

During the year, the division also completed 16 formal products. Two of these products took the form of testimonies before committees and subcommittees. The other formal products included analyses of the:

- o economic effects of reducing defense spending;
- o capability and affordability of U.S. tactical air forces;
- o options for maintaining the U.S. tank industrial base;
- o costs of alternative approaches to implementing the START II Treaty;
- o trends in costs of military health care;
- o nature and efficacy of defense conversion initiatives; and
- o experiences of displaced defense workers and policies for dealing with such workers.

Special Studies Division:

Major accomplishments in this division in fiscal year 1993 included:

- o Published reports and papers on options for reducing the federal work force, controlling losses of the Pension Benefit Guaranty Corporation, the use of performance measurement in federal budgeting, expiring authorizations and unauthorized appropriations, and a variety of budget reduction options;

ACCOMPLISHMENTS OF THE PROGRAM DIVISIONS IN FY 1993 cont.

- o Prepared testimony on controlling federal liabilities for pension-termination insurance, the Defense Business Operations Fund, capital budgets, balanced budget amendments, biennial budgeting, expedited rescission, "buy out" legislation, reductions in federal personnel costs in the Clinton budget, and the line item veto;
- o Briefed staff and prepared data and memoranda for Congressional committees on the financial activities of government-sponsored enterprises, proposals to modify and sell loans held by the Federal Railroad Administration, developing a secondary market for loans to small businesses, the performance of the College Construction Loan Insurance Association (Connie Lee), direct student loans, a deficit reduction trust fund, economic costs of federal regulation, the Iraqi Claims Act, the National Performance Review, Financial Accounting Standard 106 (disclosure of post-employment health care cost by private firms), the market for municipal bond insurance, a federal direct loan program to distressed state and local governments, budgetary treatment of health care reform, federal pension insurance reform, contracting and overhead costs in government, federal travel costs, locality pay, cash awards made to federal employees, leave practices covering the Senior Executive Service, and capital budgeting;
- o Maintained data bases for analysis of governmental activity financed through federal trust funds and expiring authorizations and modified model of the costs and savings from reducing the size of the federal work force; and
- o Provided other support covering a wide range of general government and budget process topics to the Federal Accounting Standards Advisory Board and the Joint Committee on the Organization of Congress, and briefings on the U.S. budget process for state legislative staffs and representatives of other countries. Provided data, briefings and other information for the bicameral, bipartisan Federal Government Service Task Force.

CHANGES IN PLANS FOR FY 1993 AND FY 1994 IN THE PROGRAM DIVISIONS

There was no significant change in plans in fiscal year 1993 in the program divisions.

In fiscal year 1994, spending for personnel costs (pay and benefits) was reduced by \$804,000, or 12%, below the original request as the program divisions absorbed 60% of the shortfall in agency funding in fiscal year 1994.

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1995

Priorities for the program divisions for fiscal year 1995 include:

Natural Resources and Commerce Division:

In fiscal year 1995 the division anticipates providing important analytical services to the Congress in several areas, including agriculture, energy and natural resource policy, environmental programs, financial institution regulation, international trade, science policy, and public investment and infrastructure. World and national events are likely to continue to focus the attention of Congress on these areas, but the exact nature of legislative activity cannot be pinned down so far in advance. For example, in agriculture and trade, the agenda depends strongly on the success of current negotiations on a GATT agreement to liberalize agricultural trade as well as the implementation of the North American Free Trade Agreement (NAFTA). Work may examine the potential effects and costs of the border plan and the North American Development Bank. Agriculture analysis is likely to support CBO's budget analysis and committee deliberations in anticipation of the Farm Bill of 1995. Energy issues may focus on the interaction of energy and environmental goals, including a desire to reflect congestion and environmental externalities in energy prices. In addition, ongoing instability in the Middle East and restructuring in the former Soviet Union create supply uncertainties. These separate developments are likely to focus attention on energy pricing policies, conservation policies, strategic petroleum reserve policy, and support for alternative energy sources. Other environmental issues are likely to continue to develop in the areas of solid waste disposal and remediation, cleanup of hazardous waste sites, and the impact on water quality from pesticide use and other agriculture practices, and efforts to reflect environmental impacts and resource depletion in National Income and Product Accounts. The evolution of the structure of the U.S. financial industry, and changes in the Federal regulatory system and deposit insurance funds, will provide a challenging agenda for the division, as will potential problems with the commercial insurance industry. Science policy and public investment can play an important role in economic growth, and questions of how to allocate

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1995 cont.

resources most effectively in these areas may assume heightened importance as the budget agreement forces hard choices among domestic appropriated programs. Fees for the use of public infrastructure and public resources, and taxes on energy and greenhouse gases are likely to be considered both for their revenue effects and for their effects on externality-producing activities.

The division will continue to support the other divisions of CBO by providing models of federal enterprises, assisting in cost and revenue estimates, forecasting oil and agricultural commodity prices, and tracking the status, contingent liabilities and likely costs of deposit insurance funds.

Health and Human Resources Division:

During fiscal year 1995, the division will continue to provide several types of analytic support to Congressional committees on issues of immediate legislative concern. The division expects to be actively involved in analyzing topics related to restructuring the nation's health care system and modifying the major health programs—such as Medicare and Medicaid. It will also be examining unemployment insurance and reemployment assistance; possible revisions to the nation's welfare system, such as limiting the duration of benefits or guaranteeing child support; federal support of elementary, secondary, and postsecondary education; and federal insurance of private pensions.

National Security Division:

The division expects no change in its basic mission in fiscal year 1995: supplying high-quality, timely information on defense budget issues at the request of Congressional committees of jurisdiction. The continued downward pressure on federal spending makes it likely that the division will continue to analyze options that hold down defense spending. Specific requests might focus on the cost of alternative approaches to modernizing tactical aircraft units, potential savings from reducing nuclear forces, the feasible pace of reductions in military personnel, methods to reduce support costs (including those for environmental cleanup), and the least costly ways to maintain the defense industrial base. Requests are likely regarding the long-term costs of military weapon programs and the efficacy of federal programs designed to assist in converting from military to nonmilitary activities.

PRIORITIES FOR THE PROGRAM DIVISIONS DURING FY 1995 cont.**Special Studies Division:**

In fiscal year 1995, the division will continue its efforts to provide the Congress with information that is useful in planning and controlling the effective use of federal financial resources. Specific studies and reports will examine the feasibility of a more long run, cost-based focus in budgeting; budgeting for federal pensions; proposals for changing the budget process; improving agency reporting to facilitate performance assessment; an evaluation of proposed new government-sponsored enterprises to promote the flow of credit into infrastructure, the appropriate use and financial structure of federal revolving funds, the administration of justice, and possibly a reexamination of the intergovernmental distribution of responsibilities for public services. The division will also continue its efforts to monitor the implementation and cost of both locality pay and employment reductions.

PRODUCTS OF THE PROGRAM DIVISIONS

See section on "Accomplishments of the Program Divisions in FY 1993".

Staffing of the Program Divisions

During fiscal year 1993, the program division formerly known as the Human Resources and Community Development Division was renamed the Health and Human Resources Division.

The fiscal year 1995 request contains no provision for a change in staffing of the program divisions.

Classification	Number of Employees			Dollars (000's)		
	FY1993	FY1994E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	77	77	77	----	----	----
11.1 Full-Time Permanent (FTE's)	73	72	72	4,903	4,785	5,144
11.3 Other Than Full-Time Permanent	1	0	0	60	0	0
Semester interns	0	0	0	0	0	0
Summer interns	0	0	0	0	0	0
Temporary employees	1	0	0	60	0	0
Panel of Economic Advisors	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0	1	0	7	55	0

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Schedule A1

Congressional Budget Office
Central Support (a)
Summary
By Object Class

	FY 93 ACTUAL	FY 94 ESTIMATE	FY 95 ESTIMATE	NET CHANGE 94/95
CATEGORIES	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)
Breakdown by Object Class:				
11 Personnel Compensation	1,638	1,690	1,686	(4)
12 Personnel Benefits	444	514	526	12
13 Benefits to Former Personnel	10	10	20	10
21 Travel	3	10	10	0
22 Transportation of Things	0	1	1	0
23 Rent, Communication and Utilities	389	444	485	41
24 Printing and Reproduction	372	381	392	11
25 Other Services	620	607	608	1
26 Supplies and Materials	295	338	338	0
31 Equipment	293	230	242	12
32 Land and Structures	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0
Total	4,064	4,225	4,308	83

(a) Includes the Office of Intergovernmental Relations and Support.

Note: Columns and rows may not add due to rounding.

Schedule B1

Congressional Budget Office
Central Support (a)
Analysis of Change To Budget Base
By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS	PRICE LEVEL CHANGES	PROGRAM TYPE CHANGES			TOTAL CHANGES
			LEGISLATION	WORKLOAD	EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	DOLLARS (\$000)	
Breakdown By Object Class:						
11 Personnel Compensation	74	0	(78)	0	0	(4)
12 Personnel Benefits	20	0	(8)	0	0	12
13 Benefits to Former Personnel	0	0	0	10	0	10
21 Travel	0	0	0	0	0	0
22 Transportation of Things	0	0	0	0	0	0
23 Rent, Communications and Utilities	0	46	(5)	0	0	41
24 Printing and Reproduction	0	12	(1)	0	0	11
25 Other Services	0	19	(6)	(12)	0	1
26 Supplies and Materials	0	17	(17)	0	0	0
31 Equipment	0	5	0	0	7	12
32 Land and Structures	0	0	0	0	0	0
42 Insurance Claims and Indemnities	0	0	0	0	0	0
Total	94	99	(115)	(2)	7	83

(a) Includes the Office of Intergovernmental Relations and Support

Note: Columns and rows may not add due to rounding.

Schedule C1

Congressional Budget Office

Central Support (a)

Detailed Analysis of Change by Organization

		Calculation of Base	
		Staff	Amount (\$000)
Appropriation, 1994		32	4,225
Plus: Supplemental for pay		0	0
Minus: Nonrecurring costs		0	0
Budget Base, 1994		32	4,225
		=====	
		1995 Request	

I. Adjustments to Base		Staff	Amount (\$000)
A. Mandatory Changes			94
1. Merit increases and related benefits		25	
2. FY 1995 ECI adjustment - 2.6%		41	
3. Annualization of prior year pay raises turnover, and FTE reduction		24	
4. Benefits price increases		3	
B. Price Level Changes			99
1. Postal rate increase of 15%		43	
2. Printing price increase of 3.1%		12	
3. Commercial ADP price increases of 2.5%		4	
4. Administrative contract increases of 5%		7	
5. Misc. services price increase of 3.2		8	
6. Subscriptions price increase of 11%		14	
7. Books and office equip price increases		5	
8. Miscellaneous price increases		6	
C. Program Type Changes			
1. Legislation			(115)
a. FTE reduction (P.L. 103-69)		(2)	(86)
b. Administrative reduction (P.L. 103-69)			(29)
2. Workload			(2)
a. ADP timesharing		(13)	
b. ADP systems, data & model development		0	
c. Misc. workload changes		12	
3. Equipment, Alterations, Maint., Repairs etc.			7
a. Misc. ADP equipment increase		7	
II. Net Increase/Decrease Requested		(2)	83
III. Total Appropriation Request, 1995		30	4,308

(a) Includes the Office of Intergovernmental Relations and Support
National Security, and Special Studies.

Note: Columns may not add due to rounding.

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR CENTRAL SUPPORT

A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Merit increases and related benefits Merit pay increases are budgeted at 3.2% of base salaries, up slightly over FY 1994 due to the impact of locality pay.		25
2. FY 1995 ECI adjustment Funding for a 2.6% ECI adjustment on January 1, 1995.		41
3. Annualization of FY 1994 pay increases and other actions. Annualization of the FY 1994 merit increases, turnover effects, and the FTE reductions required by P.L. 103-69).		24
4. Miscellaneous benefit cost increases Includes increases in agency costs for employee health insurance and social security.		3
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Postal rate increase of 15%. Provision for a postal rate increase averaging 15% to begin 1/1/95.		0
2. Printing price increases of 3.1% Printing costs are expected to increase by 3.1% according to GPO which prints all CBO publications.		43
3. Commercial ADP price increases of 2.5% ADP commercial timesharing access and usage price increases will average 2.5% based on information provided by major vendors.		12
4. Administrative contracts increase of 5.0% The price increase for administrative services provided by the Library of Congress and the NFC is projected from recent increases in these contracts.		4
5. Misc. services price increase of 3.2% Price increases in this area are projected at 3.2%, slightly higher than the current CBO inflation forecast.		0
6. Subscriptions price increase of 11% This price increase is based on information from major vendors.		8
7. Books and office equipment price increases This price increase for books and office machines is based on information from major vendors.		0
8. Miscellaneous price increases Includes increases for couriers, office supplies, and ADP software.		5

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C1 FOR CENTRAL SUPPORT		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation		
1a. FTE reduction (P.L. 103-69)		(86)
Reduction in full-time equivalent employment required by the Legislative Branch Appropriations Act of 1994.		
2a. Administrative expense Reduction (P.L. 103-69)		(29)
Reduction in administrative expenses required by the Legislative Branch Appropriations Act of 1994.		
2. Workload	Staff	Amount (\$000)
2a. ADP timesharing		(13)
Timesharing workload changes: Increases in committee support offset by decreased administrative usage.		
2b. ADP systems, data and model development		0
Although spending for these projects is maintained at the current level, funds are being re-allocated to reflect changing needs.		
2c. Miscellaneous workload changes		12
Includes projected increases for unemployment compensation payments.		
3. Equipment, Alterations, Maintenance, Repairs etc.	Staff	Amount (\$000)
3a. Miscellaneous ADP equipment increase.		7
Includes a small net increase for ADP equipment.		

ROLE OF CENTRAL SUPPORT

The CBO support function is centered in the Office of Intergovernmental Relations (OIGR). This office handles communications with the Congress, state and local governments, nongovernmental organizations, the news media and the public. OIGR is also responsible for all aspects of the publication and distribution of CBO's reports and studies.

In addition, OIGR provides all central administrative support services for CBO, including personnel, financial management, ADP, contracting and procurement, library services, facilities management, and coordination with other Congressional support agencies.

Staffing of Central Support

The fiscal year 1995 request contains no provision for a change in staffing of the division.

Classification	Number of Employees			Dollars (000's)		
	FY1993	FY1994E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	26	26	26	----	----	----
11.1 Full-Time Permanent (FTE's)	28	28	28	1,496	1,548	1,619
11.3 Other Than Full-Time Permanent	7	4	2	141	140	65
Semester interns	2	0	0	51	5	0
Summer interns	3	0	0	66	0	0
Temporary employees	1	4	2	24	135	65
Panel of Economic Advisors	0	0	0	0	0	0
25.0 Other Services (Contracts for on-site personal services)*	0	0	0	21	25	25

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency workspace) for six months or more during a twelve month period.

Note: Columns and rows may not add due to rounding.

Congressional Budget Office
 Administrative Expense Reduction
 (thousands of dollars)

	FY 1993	FY 1994	FY 1995
	ACTUAL	ESTIMATE	REQUEST
Calculation of Administrative Expense Base:			
Object Class 20 Series	3,780	3,722	3,920
Less: Rental Expenses	0	0	0
Programmatic, Mission-Essential Expenses	(2,726)	(2,673)	(2,876)
Reimbursable Expenses	0	0	0
Legally Mandated Expenses	0	0	0
Administrative Expense Base	1,054	1,049	1,044
Calculation of Maximum Administrative Expenses:			
FY 1993 Administrative Expense Base		1,054	1,054
Adjustment for Inflation		28	57
Inflated Administrative Expense Base		1,082	1,111
Required Reduction		(32)	(67)
Maximum Administrative Expenses		1,050	1,044

Congressional Budget Office
Ten Year Quantitative Data
(not adjusted for inflation)

ITEM	1986	1987	1988	1989	1990	1991	1992	1993	1994E	1995E
11.1 FULL-TIME PERM. POSITIONS	8905	9424	9800	10614	11536	12363	13443	13896	14154	14826
11.3 OTHER THAN FULL-TIME PERM.	137	110	101	93	94	164	190	285	150	75
11.5 OTHER PERSONNEL COMP.	0	0	0	0	0	0	1	2	10	10
TOTAL PERSONNEL COMP.	9042	9534	9901	10707	11631	12527	13634	14184	14264	14911
12.1 PERSONNEL BENEFITS	1016	1546	2173	2503	2829	3088	3622	3681	3859	4252
13.0 BENEFITS FOR FORMER PERS.	5	49	1	0	5	10	2	10	10	20
21.0 TRAVEL AND TRAN. OF PERSONS	52	60	61	61	68	65	80	72	90	90
22.0 TRANS. OF THINGS	0	0	0	0	0	1	0	0	1	1
23.0 COMMUN., UTILITIES & RENT	363	334	365	365	364	311	357	389	444	485
24.0 PRINTING AND REPRODUCTION	341	287	527	291	650	427	501	372	381	392
25.0 OTHER SERVICES	4049	4075	3391	2853	2715	2597	2759	2398	2404	2435
26.0 SUPPLIES AND MATERIALS	226	260	354	294	324	332	323	356	402	406
31.0 EQUIPMENT	421	506	553	488	564	526	537	533	462	469
32.0 LAND & STRUCTURES	0	0	0	0	0	0	0	0	0	0
41.0 GRANTS, SUBSIDIES & CONTRIB.	0	0	0	0	0	0	0	0	0	0
42.0 INSURANCE CLAIMS & INDEM.	0	0	0	0	0	0	0	0	0	0
TOTAL OBLIGATIONS	15515	16651	17325	17562	19150	19883	21816	21994	22317	23261
NUMBER OF PRODUCTS	1379	1253	1689	1683	1836	1468	1604	1231	1361	1361
FTE's/FULL-TIME PERM. POSITIONS	212	215	211	213	216	214	218	220	219	219
OPERATING FULL-TIME PERMANENTS	185	190	181	183	183	182	185	186	185	185
SUPPORT FULL-TIME PERMANENTS	27	25	30	30	33	32	33	34	34	34
PRODUCTS PER FULL-TIME PERMANENTS	7	6	8	8	9	7	7	6	6	6

Note: Columns and rows may not add due to rounding

CONGRESSIONAL BUDGET OFFICE
OBJECT CLASS SUMMARY AND EXPLANATION
FISCAL YEAR 1995

11.1 Full-time Permanent Positions (\$14,826,000) -

Regular salaries and wages paid or to be paid to civilian full-time permanent employees and other payments that are part of the employees basic rate of pay.

These funds will be used to fund the ceiling of 226 full-time positions and an estimated 219 work-years. The increase of \$722,000 includes, \$295,000 for budget-year merit pay increases, \$149,000 for the annualization of the current-year pay increases, and \$278,000 for a 2.6% ECI adjustment on 1/1/95.

11.3 Other Than Full-time Permanent (\$75,000) -

This category covers positions not designated as full-time permanent and includes part-time, intermittent, and temporary employment.

CBO will use this type of employee for its Panel of Economic Advisors (\$10,000), and temporary assignments (\$65,000).

11.5 Other Personnel Compensation (\$10,000) -

This category includes overtime payments to CBO support staff who are eligible under the Fair Labor Standards Act.

12.1 Personnel Benefits (\$4,052,000) -

These funds will be used to cover CBO's share of the costs of employee health and life insurance, retirement, Federal Insurance Contribution Act taxes, Medicare, death benefits, public transportation subsidy, and workers' compensation.

13.0 Benefits for Former Personnel (\$20,000) -

These funds will be used for unemployment compensation.

21.0 Travel and Transportation of Persons (\$90,000) -

These funds will be used to cover the travel costs for full-time staff, the CBO Panel of Economic Advisors and other intermittent consultants, and potential employees.

CONGRESSIONAL BUDGET OFFICE
OBJECT CLASS SUMMARY CONT.

22.0 Transportation of Things (\$1,000) -

These funds will be used for freight charges usually associated with the shipment of equipment for repair.

23.2 Communications, Utilities and Miscellaneous Charges (\$485,000) -

This category covers the cost of postal and courier services (\$369,700), telephone and telecommunications services (\$104,000), and miscellaneous leasing (\$11,300).

24.0 Printing and Reproduction (\$392,000) -

These funds will cover the reimbursement to GPO for printing CBO reports, studies, and miscellaneous forms.

25.0 Other Services (\$2,435,000) -

This category includes charges for contractual services not otherwise classified. These funds will pay for commercial ADP timesharing services (\$311,000), interagency ADP timesharing (\$1,419,000), interagency administrative agreements (\$142,000), systems, data and model development contracts (\$270,000), miscellaneous services (\$248,000), and training (\$45,000).

26.0 Supplies and Materials (\$406,000) -

Funds in this category will pay for office supplies (\$107,000), subscriptions (\$128,000), and ADP software (\$171,000).

31.0 Equipment (\$469,000) -

This category includes charges for property having a period of service of more than a year. These funds are for books and microfilm for the permanent collection of the CBO library (\$58,000), office equipment (\$56,000), and microcomputer equipment and software costing over \$25,000 (\$355,000).

CONGRESSIONAL BUDGET OFFICE

Program and Financing (in thousands of dollars)

Identification code 08-0100-0-1-801	1993 actual	1994 est.	1995 est.
Program by activities:			
10.00 Total obligations	21,994	22,317	23,261
Financing:			
25.00 Unobligated balance expiring	548		
40.00 Budget authority (appropriation)	22,542	22,317	23,261
Relation of obligations to outlays:			
71.00 Total obligations	21,994	22,317	23,261
72.40 Obligated balance, start of year	2,737	2,383	2,589
74.40 Obligated balance, end of year	-2,383	-2,589	-2,661
77.00 Adjustments in expired accounts	-145		
90.00 Outlays	22,204	22,111	23,189

The Congressional Budget Office was created by Title II of the Congressional Budget and Impoundment Control Act of 1974 (2 U.S.C. 601 et seq.) to provide assistance to Congress in fulfilling its responsibilities to ensure effective congressional control over the budgetary process; to determine each year the appropriate level of Federal revenues and expenditures; and to establish national budget priorities.

Object Classification (in thousands of dollars)

Identification code 08-0100-0-1-801	1993 actual	1994 est.	1995 est.
Personnel compensation:			
11.1 Full-time permanent	13,896	14,104	14,826
11.3 Other than full-time permanent	285	150	75
11.5 Other personnel compensation	2	10	10
11.9 Total personnel compensation	14,183	14,264	14,911
12.1 Civilian personnel benefits	3,681	3,859	4,052
13.0 Benefits for former personnel	10	10	20
21.0 Travel and transportation of persons	72	90	90
22.0 Transportation of things		1	1
23.3 Communications, utilities, and miscellaneous charges	389	444	485
24.0 Printing and reproduction	372	381	392
25.1 Consulting services	159	160	160
25.2 Other services	760	750	750
25.3 Purchases of goods and services from Government accounts	1,479	1,494	1,525
26.0 Supplies and materials	356	402	406
31.0 Equipment	533	462	469
99.9 Total obligations	21,994	22,317	23,261

Personnel Summary

Identification code 08-0100-0-1-801	1993 actual	1994 est.	1995 est.
1001 Total compensable workyears: Full-time equivalent employment	230	223	221

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL
Justification of Appropriations Estimates
Fiscal Year 1995
Architect of the Capitol

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LEGISLATIVE - ARCHITECT OF THE CAPITOL
JUSTIFICATIONS OF ESTIMATES OF APPROPRIATIONS, FISCAL YEAR 1995

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General Statement
Summary - A

LEGISLATIVE - ARCHITECT OF THE CAPITOL
SUMMARY OF CHANGES
(in thousands of dollars)

1995 Increases										
Activity	1994 Total Appropriation	1994 Non- recurring Deductions	1995 Base	Mandatory Items	New Positions	Annual Recurring Maintenance	Cyclical Maintenance	Continuing and Initiating Other Programs	Total Increase	1995 Request
Title I:										
Salaries, Office of the Architect of the Capitol..	8,453.0	30.0	8,423.0	1,092.0	1,092.0	9,515.0
Contingent Expenses.....	100.0	100.0	100.0
Capitol Buildings.....	23,978.0	2,778.0	21,200.0	1,098.0	317.0	646.0	1,155.0	3,216.0	24,416.0
Capitol Grounds.....	5,289.0	361.0	4,928.0	397.0	88.0	312.0	797.0	5,725.0
Senate Office Buildings.....	47,339.0	5,171.0	42,168.0	2,573.0	610.0	2,227.0	1,738.0	7,148.0	49,316.0
House Office Buildings.....	32,287.0	90.0	32,197.0	3,527.0	95.0	3,366.0	849.0	7,837.0	40,034.0
Capitol Power Plant.....	32,777.0 1/	334.0	32,443.0 1/	459.0	1,926.0	220.0	2,300.0	4,905.0	37,348.0 1/
Total, Title I.....	150,223.0	8,764.0	141,459.0	9,146.0	3,036.0	6,771.0	6,042.0	24,995.0	166,454.0
Title II:										
Library Buildings and Grounds, Structural and Mechanical Care.....	11,167.0	1,864.0	9,303.0	707.0	195.0	430.0	150.0	1,482.0	10,785.0
Total, Architect of the Capitol.....	161,390.0	10,628.0	150,762.0	9,853.0	3,231.0	7,201.0	6,192.0	26,477.0	177,239.0
Title III:										
Botanic Garden.....	3,008.0	8.0	3,000.0	269.0	29.0	7,000.0	80.0	7,378.0	10,378.0
Total, Architect of the Capitol and Botanic Garden.....	164,398.0	10,636.0	153,762.0	10,122.0	3,260.0	14,201.0	6,272.0	33,855.0	187,617.0

1 Excludes \$3,200.0 of estimated reimbursements for furnishing of steam and chilled water.

LEGISLATIVE - ARCHITECT OF THE CAPITOL
(Excluding Senate Items)
SUMMARY OF CHANGES
(in thousands of dollars)

1995 Increases										
Activity	1994 Total Appropriation	1994 Non- recurring Deductions	1995 Base	Mandatory Items	New Positions	Annual Recurring Maintenance	Cyclical Maintenance	Continuing and Initiating Other Programs	Total Increase	1995 Request
Title I:										
Salaries, Office of the Architect of the Capitol..	8,453.0	30.0	8,423.0	1,092.0	1,092.0	9,515.0
Contingent Expenses.....	100.0	100.0	100.0
Capitol Buildings.....	23,978.0	2,778.0	21,200.0	1,098.0	317.0	646.0	1,155.0	3,216.0	24,416.0
Capitol Grounds.....	5,289.0	361.0	4,928.0	397.0	88.0	312.0	797.0	5,725.0
House Office Buildings.....	32,287.0	90.0	32,197.0	3,527.0	95.0	3,366.0	849.0	7,837.0	40,034.0
Capitol Power Plant.....	32,777.0	1/ 334.0	32,443.0	1/ 459.0	1,926.0	220.0	2,300.0	4,905.0	37,348.0
Total, Title I.....	102,884.0	3,593.0	99,291.0	6,573.0	2,426.0	4,544.0	4,304.0	17,847.0	117,138.0
Title II:										
Library Buildings and Grounds, Structural and Mechanical Care.....	11,167.0	1,864.0	9,303.0	707.0	195.0	430.0	150.0	1,482.0	10,785.0
Total, Architect of the Capitol.....	114,051.0	5,457.0	108,594.0	7,280.0	2,621.0	4,974.0	4,454.0	19,329.0	127,923.0
Title III:										
Botanic Garden.....	3,008.0	8.0	3,000.0	269.0	29.0	7,000.0	80.0	7,378	10,378.0
Total, Architect of the Capitol (Excluding Senate Items).....										
	117,059.0	5,465.0	111,594.0	7,549.0	2,650.0	11,974.0	4,534.0	26,707.0	138,301.0

1 Excludes \$3,200.0 of estimated reimbursements for furnishing of steam and chilled water.

General Statement
Summary - B

LEGISLATIVE - ARCHITECT OF THE CAPITOL
SUMMARY OF AUTHORIZED POSITIONS

Architect of the Capitol	1993 Actual	1994 Actual	1995 Request
<u>Title I:</u>			
Salaries, Office of the Architect			
of the Capitol.....	151	155	155
Capitol Buildings.....	181	181	181
Capitol Grounds.....	82	82	82
Senate Office Buildings.....	591	592	592
House Office Buildings.....	761	764	764
Capitol Power Plant.....	101	101	101
Total, Title I.....	1,867	1,875	1,875
<u>Title II:</u>			
Library Buildings and Grounds, Structural and Mechanical Care.....	136	136	136
Total, Architect of the Capitol.	2,003	2,011	2,011
<u>Title III:</u>			
Botanic Garden.....	57	57	57
Total, Architect of the Capitol and Botanic Garden...	2,060	2,068	2,068

General Statement
Summary - B Modified

LEGISLATIVE - ARCHITECT OF THE CAPITOL
(Excluding Senate Items)
SUMMARY OF AUTHORIZED POSITIONS

	1993	1994	1995
Architect of the Capitol	Actual	Actual	Request
<u>Title I:</u>			
Salaries, Office of the Architect		155	155
of the Capitol.....	151	181	181
Capitol Buildings.....	82	82	82
Capitol Grounds.....	761	764	764
House Office Buildings.....	101	101	101
Capitol Power Plant.....			
Total, Title I.....	1,276	1,283	1,283
<u>Title II:</u>			
Library Buildings and Grounds,		136	136
Structural and Mechanical Care.....			
Total, Architect of the Capitol.	1,412	1,419	1,419
<u>Title III:</u>			
Botanic Garden.....	57	57	57
Total, Architect of the			
Capitol and Botanic Garden...	1,469	1,476	1,476

General Statement
Summary - C

Pursuant to Section 307 of Public Law 103-69, the Legislative Branch Appropriations Act, 1994, Full Time Equivalent Employees (FTE's) must be reduced by 4% by the end of fiscal year 1995. The reductions are to be derived from baseline FTE estimates recorded at the end of fiscal year 1992. The FTE estimates were aggregated by "Entity" for all Legislative Branch appropriations. In the case of the Office of the Architect of the Capitol, these include House, Senate, and Joint items, and the Botanic Garden. In accordance with baseline estimates, Architect of the Capitol FTE's totalled 2,407 at the end of fiscal year 1992. Therefore, the target limitations for the end of fiscal year 1995 total 2,311. In accordance with Sec. 307, the Architect will forward a summary of the reductions to the General Accounting Office by the first of December 1994 and 1995. The table below summarizes these FTE limitations.

LEGISLATIVE - ARCHITECT OF THE CAPITOL
SUMMARY OF FULL TIME EQUIVALENT POSITIONS

Architect of the Capitol	1992	1993	1994	1995
	Baseline	Target	Limitation	Limitation
Total, Architect of the Capitol and Botanic Garden...	2,407	2,383	2,347	2,311

Summary - D

ARCHITECT OF THE CAPITOL Administrative Expenses (including Senate items) (Dollars in Thousands)			
	FY 1993 Approp.	FY 1994 Approp.	FY 1995 Estimate
Calculation of Administrative Expenses:			
Appropriated or Estimated	169,752	164,398	187,517
Less: Personnel-Related Items	-85,853	-89,730	-97,471
Rent, Communications & Utilities	-33,773	-35,691	-41,105
Baseline Actual, Administrative Expenses	50,126	38,977	49,041
Calculation of Maximum Administrative Expenses			
Base Year (Fiscal Year 1993)		50,126	50,126
Adjustment for Inflation		1,353	2,857
Adjusted Base Year Expenses		51,479	52,983
Required Reduction		-1,544	-3,179
Maximum Target, Administrative Expenses		49,935	49,804
Net Reduction Target, Administrative Expenses		-191	-322
Net Reduction Actual, Administrative Expenses		-11,149	-1,085

GENERAL STATEMENT

APPROPRIATIONS AND ESTIMATES UNDER THE ARCHITECT OF THE CAPITOL

For 1994, appropriations totaling \$164,398,000 were provided under the Architect of the Capitol, including Botanic Garden, in the Legislative Branch Appropriations Act, 1994, Public Law 103-69, approved August 11, 1993, for items pertaining to the "Architect of the Capitol."

For 1995, appropriations totaling \$187,617,000 are requested for all items under the Architect of the Capitol, -- joint items, House items, and Senate items -- a net increase of \$23,219,000 above the grand total of \$164,398,000 for 1994. The net increase of \$23,219,000 results from decreases totaling \$10,636,000 offset by increases totaling \$33,855,000.

If the item "Senate Office Buildings," totaling \$47,339,000, is excluded from the 1994 grand total of \$164,398,000, then the grand total, for joint items and House items, for 1994 amounts to \$117,059,000, of which \$32,287,000 is for "House Office Buildings." Likewise, if the item "Senate Office Buildings" totaling \$49,316,000, is excluded from the 1995 grand total of \$187,617,000, then the grand total, for joint items and House items for 1995, amounts to \$138,301,000, of which \$40,034,000 is for "House Office Buildings" -- or a net increase of \$21,242,000, for joint items and House items, above the 1994 total of \$117,059,000 for such items.

The items comprising the gross decrease of \$10,636,000 and the gross increase of \$33,855,000 are detailed on separate pages preceding each appropriation account.

As indicated in the overall "Summary of Changes" statement, the gross increase of \$33,855,000 is comprised of \$10,122,000 for mandatory items, \$3,260,000 for annual recurring maintenance items, \$14,201,000 for cyclical maintenance and \$6,272,000 for continuing and initiating other programs.

In recent years, budgets have been viewed in terms of current services levels. For fiscal year 1995, the current services level for all appropriations is \$176,983,000. This level is derived by adding mandatory pay and related costs in an amount of \$10,122,000 and price level increases in an amount of \$2,463,000 to the appropriated level of \$164,398,000. The fiscal year 1995 current services level of \$176,983,000 is less than eight percent above the total appropriated level of \$164,398,000 for fiscal year 1994. The net current services level for all appropriations is \$166,347,000. This level is derived by reducing the fiscal year 1994 appropriated level of \$164,398,000 by \$10,636,000 to account for the non-recurring deductions, then adding mandatory pay and related costs in an amount of \$10,122,000 and price level increases in an amount of \$2,463,000. The current services level of \$166,347,000 is approximately one percent above the total appropriated level of \$164,398,000 and less than eight percent above the adjusted appropriated level of \$153,762,000 for fiscal year 1994.

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In addition to the current services needs totalling \$12,585,000, workload increases totalling \$3,270,000 and equipment, alterations, maintenance and repairs totalling \$18,000,000 are requested to carry out the various functions under the Architect's jurisdiction. Workload increases represent less than two percent of the total requested amount of \$187,617,000, and equipment, alterations, maintenance and repairs represent less than ten percent of the total request.

Pursuant to Sec. 307 and Sec. 308 of Public law 103-69, the Legislative Branch Appropriations Act, 1994, reductions must be reflected for Full Time Equivalent (FTE) positions and administrative expenses. Summary tables reflecting these reductions have been included as Summary C and Summary D.

MANDATORY ITEMS

Each year, increases are requested for "Mandatory" items. These are costs related to personnel compensation and benefits that are established, regulated or modified by law. A summary of these items and their statutory authority is provided below for reference purposes. The justifications for each appropriation will summarize these increases under the heading "Mandatory Items."

Personnel Compensation

Wage-Board within-grade increases, authorized by 5 U.S.C. 5102(c) (7),

5102 (d), 5341-5349.

Within-grade salary advancements and other changes for "GS" employees, authorized by 5 U.S.C. 5331-5336.

Overtime, Holiday, Sunday Premium, and Hazardous Duty Differential pay

authorized by 5 U.S.C. 5544-5546.

Night Differential pay authorized by 5 U.S.C. 5343, 5545.

Personnel Benefits

Payment to Employees' Health Benefits Fund, authorized by 5 U.S.C. 8906.

Contribution to Retirement Fund, authorized by 5 U.S.C. 8334.

Payment to Employees' Compensation Fund, authorized by 5 U.S.C. 8147.

Payment to Employees' Life Insurance Fund, authorized by 5 U.S.C. 8708.

Payment to Medicare Fund, authorized by Public Law 97-248.

Payment to Unemployment Trust Fund, authorized by Public Law 96-499.

Contribution to Federal Employees' Retirement System, authorized by

5 U.S.C. 8423 and Thrift Savings Plan authorized by 5 U.S.C. 8432.

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General Statement

MANDATORY ITEMS (continued)

In addition to the normal Mandatory Items, for fiscal year 1995 funds have been requested to cover costs associated with the Federal Employees Pay Comparability Act of 1990. This Act adopted the concept of locality-based pay, and requires that locality specific salary adjustments be made for Federal white collar workers paid under the General Schedule in each wage area where overall Federal salary rates are more than five percent below nonfederal salary rates for comparable jobs in the same area. These salary adjustments are to begin in January 1994.

GENERAL PURPOSE OF APPROPRIATIONS REQUESTED

The annual appropriation items under the Architect of the Capitol are primarily for maintenance and improvement of buildings occupied by the Congress and for heat, light, power and air conditioning, and for general housekeeping services for the Congress. The Architect's responsibilities generally are confined to items deemed necessary to render proper service to the Congress and to maintain properly the buildings and equipment of the Legislative Establishment.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET

The Office of the Architect of the Capitol (AOC) is generally thought of as the agency responsible for the care, maintenance, cleaning, and operation of the various buildings and facilities supporting the Congress, as well as the structural care and maintenance of the Supreme Court Building and grounds. However, the role of the office has grown to be much broader than that and, as a result, there are many functions and activities that are conducted that are often not thought of as being in the total scope of the office's activities. Very often, even among our internal personnel, the various tasks performed by the office are viewed as activities associated with a particular appropriation, rather than as areas of similar functions irrespective of the appropriation category. From the management standpoint, the result tends to fragment views rather than consolidate them for broad, overall decision making.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

As Congressional needs have changed, the AOC's mission has changed to meet the Congressional requirements. Lease management is an example of this type of change. The AOC now leases warehouse space for Congressional storage needs, as well as leasing office space for Legislative Branch support office needs in the Postal Square Building. Technological and social developments have also led to changes in the Architect's office. For example, the Electronics Engineering Group was created in recent years, with responsibility for the installation and operation of the Community Antenna Television system which carries proceedings of the House and Senate, and the cabling plan for those activities. Other examples of the security system that is now in place, and the cabling plan for those activities. Other examples of these types of change include the expanded role the Architect is now performing in telecommunications planning, office waste recycling, and the need to respond to terrorism through involvement in sophisticated security systems. Moreover, the AOC is frequently charged with the responsibility for land acquisition for Congressional support agencies, such as the fiscal year 1992 authorization to acquire property for the Library of Congress, and the fiscal year 1993 authorization to acquire property for the Senate Page Residence and acreage for the long term storage and warehousing needs of the Library of Congress and other Legislative Branch requirements.

There are many ways in which to view the mission of the office, but for the purposes of better managing our responsibilities, the organization is now being viewed internally in terms of functions. In budgetary terms, we have developed a "Function Budget" that presents a clearer picture of the cost of providing service to the Congress along functional lines. It collects not only the functions and associated costs that are directly appropriated to the Architect, but includes activities that are carried out without appropriated funds, or with funds appropriated to other agencies but managed in some measure by this office. The Function Budget provides useful insights into the allocation and availability of staff resources as well as areas in which management decisions can be more cost effective and productive. The following functional areas have been identified:

- * Architect of the Capitol
- * Construction
- * Electronics

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General Statement

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

- * Energy
- * Environmental Safety
- * Food Services
- * Landscaping and Horticulture
- * Lease Management
- * Property Management - Care, Maintenance, and Operation
- * Property Management - Occupant Services
- * Special Projects
- * Staff Functions - Central Support
- * Museum, Archival and Education
- * Communications
- * Transportation

A brief explanation of each function follows:

ARCHITECT OF THE CAPITOL

This function represents the immediate Office of the Architect and his staff assistant. The Architect is charged by law with responsibility for a wide variety of activities.

CONSTRUCTION

This function represents the staff and resources allocated to designing and managing new construction and major modifications to existing buildings.

ELECTRONICS

This function represents the staff and resources allocated for security, fire and life safety, radio-TV infrastructure, within-office telecommunications infrastructure, central computer control system for the operation of the Energy Management and Control System, maintenance of the emitter detection system, speech reinforcement systems and the legislative clocks, and the electronic conveyor systems in the Library of Congress Buildings.

ENERGY

This function represents the staff and resources allocated for the operation of the Capitol Power Plant, the cost of utilities and the energy management systems that have been installed in the Capitol Complex.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

ENVIRONMENTAL SAFETY

This function represents the staff and resources allocated to asbestos abatement, hazardous waste management and disposal, indoor air and water quality, and air pollution abatement.

FOOD SERVICES

This function represents the staff, resources and value of food sales in the Senate Restaurant system, which is managed by the Architect under Congressional direction.

LANDSCAPE AND HORTICULTURE

This function represents the staff and resources allocated to the Capitol Grounds and Botanic Garden.

LEASE MANAGEMENT

This function represents the value of the warehouse and office space being leased by the Architect.

PROPERTY MANAGEMENT - CARE, MAINTENANCE, AND OPERATION

This function represents the staff and resources for the traditional care, maintenance, and operation services provided by the Architect. A great deal of central staff support is utilized for this function, although for purposes of separation of functions, the cost of such support staff is not allocated to this category.

PROPERTY MANAGEMENT - OCCUPANT SERVICES

This function represents the staff and resources for the custodial services, i.e., cleaning and associated activities, provided by the Architect. Also included in this function are various auxiliary services, such as: garage and parking attendant services; health and physical fitness services; furniture and furnishing services; public address system services; and occupant services for ice delivery and room set ups.

SPECIAL PROJECTS

This function represents the occasional special projects that have been undertaken by the office, such as master planning, and furniture and interior studies of certain buildings. At the present time, minimal staff, and dollars are being specifically designated or allocated to the Special Projects function, but it is nevertheless an integral responsibility and activity of the office.

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

STAFF FUNCTIONS - CENTRAL SUPPORT

This function represents the overall central office administrative staff and resources responsible for overseeing all of the Architect's duties. This includes top management staff and such administrative staff as accounting, payroll, personnel, budget, legal, information resources management, miscellaneous central staff, and the key architectural and engineering staff responsible for overseeing all of the specialized functions under those areas. Included in the activities engaged in by central support staff are, by law, functions associated with the Advisory Council on Historic Preservation, the Pennsylvania Avenue Development Corporation, the District of Columbia Zoning Commission. In addition, the office participates in the National Building Museum, art selection for the regional metro system, and generally engages in helpful assistance to the local museum community.

MUSEUM, ARCHIVAL AND EDUCATION

This function represents the staff and resources devoted to caring for those portions of the Capitol Art collection under the Architect's jurisdiction, including conservation and maintenance of the wall paintings and sculpture in the Capitol, decorative arts, historical architectural and engineering drawings, and the like. In addition, this function provides archival care for the invaluable art, construction and historical records for scholars' use. Finally, an educational function is performed to respond to Member, media and public inquiries concerning room histories and significant architectural, artistic or historic features of the Capitol complex.

COMMUNICATIONS

This function represents the resources requested in the budget for developing and "improving by sharing" the Legislative Branch Telecommunications Network, the value of the cost of telecommunications services, and the value of the existing assets, including phones, switch gear, and wiring networks.

TRANSPORTATION

This function represents the staff and resources allocated to the escalators and elevators throughout the Legislative Branch, the House and Senate subway systems, and the shuttle van service.

We have allocated to each function all of the related staff and funding resources from across appropriation lines to establish the Function Budget for each activity. This provides an opportunity to better understand the total staffing and the total cost to support a functional area of the Office of the Architect of the Capitol.

Estimate 1995
General Statement

STATEMENT ON THE ARCHITECT OF THE CAPITOL'S FUNCTION BUDGET
(continued)

As part of the overall plan for better managing the office responsibilities, the senior members of the staff have been assigned areas of responsibility in specific functions. These assignments are in addition to their normal staff responsibilities.

The Architect of the Capitol, acting, by law, under the policy direction of the House Office Building Commission, the Senate Committee on Rules and Administration, the Joint Committee on the Library, and with direction from the Committees on Appropriations is responsible for the Capitol Complex, and under the policy direction of the Chief Justice of the United States and the Commission for the Judiciary Office Building, with direction from the Committees on Appropriations is responsible for the Supreme Court Building and Thurgood Marshall Federal Judiciary Building, all of which have a conservatively estimated value of \$4.0 billion. This does not include the value of the 286 acres of property comprising the Capitol Complex, which is estimated at \$3.2 billion. In reality, however, these buildings and facilities are priceless when thought of as historic symbols of our democracy. A primary function of management is therefore to continue to improve the office's traditional role, and to responsibly augment our services as new roles develop.

Viewed in terms of budgetary resources, in fiscal year 1995, the Architect of the Capitol will manage a sought for budget of \$191 million for FY 1995; approximately \$74 million in unobligated "No Year" funds that will carry over into fiscal year 1995; and approximately \$71 million in funds coordinated by the office in some manner.

The funds requested for fiscal year 1995, i.e., \$191 million, represents less than five percent of the total conservatively estimated asset value, of the buildings and improvements of the Capitol Complex, the Supreme Court Building, and the Thurgood Marshall Federal Judiciary Building, excluding the estimated value of the land. Of that \$191 million, approximately \$182 million represents the ongoing annual and cyclical maintenance cost for the Capitol Complex, the Supreme Court Building, and the Thurgood Marshall Federal Judiciary Building, or four percent of total asset value of \$4.0 billion.

The summary tables that accompany this brief introduction to the Function Budget outline the functions divided into organizational units, the staffing associated with the functions, the fiscal year 1994 appropriations for those functions, the requested budget for fiscal year 1995, the estimated value of non-appropriated funding for the functions, "unite" where applicable to explain a number or type of activity, and finally the estimated replacement value of the function. This latter value is significant because it serves as a general bench mark against which replacement cost versus maintenance cost analyses may be made.

ARCHITECT OF THE CAPITOL, INCLUDING SUPREME COURT
ORGANIZATION FUNCTION STRUCTURE, RESOURCES AND ASSETS

	Supervisory Staff	Total Positions All Sources	% of Positions	FY 1994 Appropriation	% of Request	FY 1995 Request	% of FY 1995 Payroll*	FY 1995 Payroll*	No Year For Outlay	9/30/93 Value of Salary/ Rental/Utilities	Units	Replacement Value
1.0	2	3	0.1%	\$421,615	0.3%	\$444,220	0.2%	\$444,220
2.0	6	291	10.7%	11,030,702	6.7%	14,985,559	7.9%	13,690,593	\$3,963,326
3.0	9	42	1.5%	4,082,751	2.4%	4,261,802	2.2%	2,614,530	16,046,062	5367,000
4.0	27	116	4.2%	36,653,908	21.9%	37,068,125	19.4%	6,474,859	5,372,503	70,891,000
5.0	1	17	0.6%	1,206,542	0.7%	1,390,058	0.7%	777,095
6.0	13	247	9.0%	2,270,686	1.4%	2,380,960	1.2%	6,661,460	1,032,037
7.0	28	142	5.2%	7,751,264	4.6%	8,354,300	4.5%	6,987,300	739,586	31,421,000
8.0	8,464,000	5.1%	9,231,000	5.0%	...	40,440	246,192,000 **
9.0	115	699	25.6%	43,435,202	26.3%	49,723,781	26.1%	37,586,818	6,769,515
10.0	82	942	34.5%	34,395,634	20.6%	39,790,966	20.9%	34,985,510	43,309
11.0	...	2	0.1%	47,958	...	52,164	...	86,908
12.0	20	102	3.7%	9,216,363	5.5%	10,068,552	5.3%	7,637,484
13.0	1	4	0.1%	733,036	0.4%	758,928	0.4%	313,928	400	2,885,000
14.0	14	109	4.0%	6,150,392	3.7%	10,993,648	5.8%	5,231,673	9,489,587	70,000,000
15.0	2	14	0.5%	797,947	0.5%	712,939	0.4%	652,717	40,823	...	272	125,086,000
GRAND TOTAL	320	2,730	100.0%	\$167,248,000	100.0%	\$190,697,000	100.0%	\$124,143,194	\$73,577,186	\$4,001,042,000

*FY 1995 PAYROLL ESTIMATE INCLUDES PERSONNEL COMPENSATION AND BENEFITS, INCLUDING TEMPORARY EMPLOYMENT AS OF 10/21/93; EXCLUDES ALL CONTRACTUAL PERSONNEL.
**EXCLUDES VALUE OF LAND ESTIMATED AT \$5.2 BILLION.

ARCHITECT OF THE CAPITOL, INCLUDING SUPPLEMENTARY
ORGANIZATION, FUNCTION, STRUCTURE, RESOURCES AND ASSETS

Supervisory Positions	Total Positions	% of All Positions	FY 1994 Appropriation	% of FY 1994 Request	FY 1995 Payroll*	9/30/93 Available for Outlay	Value of Sales/Rental/Billings	Units	Replacement Value
1.0 ARCHITECT OF THE CAPITOL	2	3	8421,615	0.3%	8444,220	0.2%	8444,220
2.0 CONSTRUCTION	17	0.6%	127,200	0.1%	134,020	0.1%	1,097,241
2.1 Construction Management	2	0.6%	689,980	0.4%	1,225,253	0.6%	1,443,970
2.2 Design	2	0.6%	10,813,522	6.3%	13,626,286	7.1%	11,157,382
2.3 Facilities	2	0.2%	10,813,522	6.3%	13,626,286	7.1%	11,157,382
2.4 Major Modifications	2	0.2%	10,813,522	6.3%	13,626,286	7.1%	11,157,382
TOTAL	6	29%	1,230,702	7.0%	14,985,559	7.9%	13,688,595	...	507,000
3.0 ELECTRONICS	6	0.2%	313,353	0.2%	433,485	0.2%	333,485	...	16,404,000
3.1 Computer Systems	1	0.2%	313,353	0.2%	433,485	0.2%	333,485	...	16,404,000
3.2 Computer Life Safety	3	0.4%	210,702	0.2%	483,311	0.3%	312,746	...	16,404,000
3.3 Radio/TV	1	0.4%	210,702	0.2%	483,311	0.3%	312,746	...	16,404,000
3.4 Security Support	10	0.4%	1,241,356	1.0%	1,466,140	0.8%	681,160	...	16,417,000
3.5 Speech Reinforcement/Clocks	2	0.4%	976,114	0.8%	1,071,280	0.6%	589,473	...	16,417,000
TOTAL	9	4.2%	4,082,751	2.4%	4,241,802	2.2%	2,614,430	...	70,891,000
4.0 ENERGY	9	0.3%	2,937,195	1.8%	876,548	0.5%	475,912
4.1 Energy Management	2	0.3%	2,937,195	1.8%	876,548	0.5%	475,912
4.2 Air Pollution	25	5.9%	4,250,913	2.5%	4,798,577	2.5%	5,998,947
4.3 Utility Services	29,463,800	17.6%	31,395,000	16.5%
TOTAL	27	11.6%	36,851,908	21.9%	37,068,125	19.4%	6,474,859
5.0 ENVIRONMENTAL SAFETY	17	0.6%	1,000,000	0.7%	1,390,058	0.7%	777,095
5.1 Air Pollution	10,000	...	160,000	0.1%
5.2 Hazardous Waste	1	0.2%	638,500	0.4%	638,500	0.3%	434,138
5.3 Hazardous Waste	1	0.2%	350,000	0.3%	591,558	0.3%	342,958
TOTAL	17	0.6%	1,000,000	0.7%	1,390,058	0.7%	777,095
6.0 FOOD SERVICES	13	0.0%	131,000	0.1%	132,000	0.1%	674,474	...	14,548,000
6.1 House	2	0.0%	2,150,686	1.3%	2,246,960	1.2%	6,661,460	...	16,873,000
6.2 Senate	11	0.0%	2,270,686	1.4%	2,380,960	1.2%	6,661,460	...	31,221,000
TOTAL	13	0.0%	2,270,686	1.4%	2,380,960	1.2%	6,661,460	...	31,221,000

ARCHITECT OF THE CAPITOL, INCLUDING SUPREME COURT ORGANIZATION FUNCTION, STRUCTURE, RESOURCES AND ASSETS									
Supervisory Staff	Total Positions All Sources	% of Positions	FY 1994 Appropriation	% of FY 1994 Request	FY 1995 Request	% of FY 1995 Payroll*	FY 1995 Available for Outlay	Value of Sales/ Rental/Billing	Units
14	57	2.1%	2,933,469	1.8%	3,400,403	1.8%	2,943,403	...	33 ACRES
14	85	3.1%	4,007,796	2.9%	5,133,097	2.7%	4,043,097	...	239 ACRES
TOTAL	142	5.2%	7,741,264	4.8%	8,533,500	4.5%	6,987,500	...	285 ACRES
8.0 LEASE MANAGEMENT									
8.1 Postal Square	7,550,000	4.5%	7,700,000	4.0%	...	7,700,000	150,000 SF
8.2 Federal Judiciary Building	130,000	0.1%	...	0.0%	...	20,116,000	1,030,400 SF
8.3 Warehouse Space	784,000	0.3%	1,831,000	1.0%	117,147 SF
TOTAL	8,464,000	5.1%	9,531,000	5.0%	...	27,812,000	1,297,547 SF
9.0 PROPERTY MANAGEMENT - CARE MAINTENANCE, AND OPERATION									
9.1 Maintenance, Alteration and Alterations	7	3.3%	8,830,385	5.0%	10,475,162	5.4%	3,038,541	6,192,794	...
9.11 ADA Modifications	108	669	950,000	0.5%	1,260,000	0.7%
9.2 Maintenance, Building/Equipment	34,164,817	20.4%	37,000,619	19.8%	32,546,277
TOTAL	115	699	43,995,202	26.0%	49,735,781	26.1%	37,586,818	6,769,515	490,000,000
10.0 PROPERTY MANAGEMENT - OCCUPANT SERVICES									
10.1 Auxiliary Services	26	9.4%	11,978,371	7.2%	13,050,697	7.9%	11,782,822	43,309	...
10.2 Custodial	56	24.7%	22,087,263	13.2%	24,390,269	12.0%	22,063,299
10.3 Recycling	350,000	0.2%	350,000	0.2%	339,418
TOTAL	82	34.3%	34,395,634	20.6%	39,790,966	20.9%	34,695,510	43,309	...
11.0 SPECIAL PROJECTS									
11.2 Interior Design	...	2	47,958	...	52,164	...	86,908
TOTAL	...	2	47,958	...	52,164	...	86,908

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EXPLANATION OF AOC PRIORITIZATION SCHEDULE
FISCAL YEAR 1995 BUDGET REQUEST

The fiscal year 1995 budget request for the Architect of the Capitol has been prioritized as directed by the House and Senate Committees on Appropriations. The requested items have been identified by four priority levels "NON-DISCRETIONARY", "CRITICAL", "HIGHLY DESIRABLE", AND "DESIRABLE" as follows:

NON-DISCRETIONARY

Costs that include those items for which expenditures are non-discretionary, e.g., mandated cost-of-living adjustments, personnel benefits, rate increases in electrical energy, contractual increases, etc.

CRITICAL

Costs essential for the following programs: to assure the ongoing care, maintenance and operation of the Capitol Complex; to assure the structural integrity of the Capitol Complex Infrastructure and buildings; to assure that programs with Congressional leadership direction are carried out; and to assure that programs essential for security, fire and life safety, and environmental and hazardous materials protection are provided.

HIGHLY DESIRABLE

Costs for highly desirable enhancements to the programs outlined in the "CRITICAL" priority level, as well as new program initiatives that would improve the delivery of services.

DESIRABLE

Costs for programs that are desirable to implement, but that could be deferred temporarily without interruption to current services.

Following each appropriation's detailed "Justification" text, "Objectives" statement, "Items Under Which No Changes Occur" table, and Schedules A, B, C, and D, is a "Schedule P" which details all of the increases within the four priority levels. These increases are not necessarily listed in priority order within the designations of "non-discretionary", "critical", "highly desirable" and "desirable". In other words, no priority has been established among the items that constitute each priority designation. Additionally, the new Schedule D has been developed to indicate those projects that have been deferred from the fiscal year 1995 request. These projects eventually must be funded, but because of higher priority requests, items on Schedule D have not been requested for fiscal year 1995.

COMPENSATION OF EMPLOYEES UNDER ARCHITECT

To carry out his assigned duties in the Legislative Branch, the Architect has 2,068 authorized employees under his jurisdiction. Employees are authorized to be compensated under the Wage-Board system, the General Schedule of the Classification Act, administrative rates and statutory rates. Of our annual maintenance appropriations, the cost of personnel compensation and benefits constitutes approximately 64 percent of the total for fiscal year 1955.

WAGE-BOARD SYSTEM

The employees covered by this pay system are those engaged in recognized trades and crafts and in skilled and unskilled manual labor occupations. Employees compensated under the Wage-Board system constitute approximately 80-85 percent of our total permanent staff.

Employees under the Architect engaged in such work have been compensated under the Wage-Board System since 1955. Their compensation is presently governed by sections 5341-5349 and 5544-5548 of title 5 of the United States Code, which require that "rates of pay of prevailing rate employees shall be fixed and adjusted from time to time as nearly as is consistent with the public interest in accordance with prevailing rates."

Each year, wage surveys of private industry throughout the Washington Metropolitan area are conducted by major government agencies, designated by the Office of Personnel Management. Based on such surveys, appropriate wage schedules and rates for prevailing rate employees are normally established. Heads of agencies are then required to apply the new wage schedules and rates to their prevailing rate employees.

Under the provisions of Public Law 92-392, new rates must be placed in effect not later than the first day of the first pay period which begins on or after the 45th day, excluding Saturdays and Sundays, following the date the wage survey is ordered to be made.

Estimate 1995
General Statement

The present Wage-Board System, under which the Architect of the Capitol operates, is authorized and governed by Public Law 92-392. That Act vests the Architect of the Capitol with authority to utilize the Federal Wage System established by that law for Wage-Board employees, to such extent as the Architect deems feasible. In the interest of equity and sound administration the Architect of the Capitol has continued to follow, generally, the uniform Federal Wage System as established by Public Law 92-392.

A report on the Renovation of the Library of Congress Jefferson and Adams Buildings follows:

Estimate 1995
General Statement

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS

Funding in the amount of \$81,000,000 for renovation and restoration of the Jefferson and Adams Library of Congress Buildings was appropriated in the Second Supplemental Appropriations Act, 1984, (P.L. 98-396). This program will provide modernized space and facilities for staff and visiting scholars, researchers and congressional staff. In addition to modernized space, mechanical, electrical, fire and life safety systems will be improved/upgraded throughout both buildings. Preservation and restoration of the Jefferson Building's magnificent architectural features is also included in this program. Appropriate restoration treatment will also be done in the Adams Building.

In addition to the \$81,000,000 appropriated in fiscal year 1984, funds in the amount of \$5,250,000 have been appropriated for the restoration and renovation program. These funds were appropriated for the installation of bookstack sprinklers, repairs to the west terrace steps in front of the Jefferson Building and replacement of two elevators in the Jefferson Building. A detailed history of these projects has been included in previous justifications.

When the \$81,000,000 was appropriated for the project, certain provisions regarding the method of work and reporting requirements were made. The construction management staff, the associate architects, and a cost control and scheduling consulting firm developed the construction phases, "packaging" strategy and milestone schedule as required. Because of the need to keep at least one-half of both the Jefferson and Adams Buildings open and operating during the restoration and renovation, the construction work has been divided into two phases. Each of these phases is in turn separated into two major activities, alterations for interim occupancy, and construction to restore and renovate the "cleared" space in each of the buildings.

The majority of the work in each phase is being performed under contract. Other work is being performed by in-house forces. For long-term in-house work, temporary workers are hired and placed under the supervision of construction management personnel to perform the work, which is the same manner as a subcontractor would operate. Minor and short-term needs are met by staff of existing work forces.

A Milestone Schedule, which was developed in November, 1984, incorporated four milestones that coincided with the end of the two interim occupancy phases and the two construction activity periods. The Milestones and the current target dates are identified as follows:

MILESTONE I - NOVEMBER 1986

This milestone occurred at the completion of the Phase I interim occupancy work and included the alterations to the Fourth Floor of the Adams Building.

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS
(continued)

MILESTONE II - DECEMBER 1989

This milestone occurred at the completion of Phase I Construction. The majority of the contract work was substantially completed by December 1989. Portions of the A/C Modernization, Colonades and Art Restoration contracts will continue throughout the Phase II Interim Occupancy Period and the Phase II Construction period without interruption, as applicable.

MILESTONE III - JANUARY 1992

This milestone occurred at the completion of Phase II Interim Occupancy.

MILESTONE IV - MAY 1994

This milestone occurs at the completion of the project.

Detailed histories of Milestones I, II and III have been included in previous justifications and the periodic six-month reports which are prepared by the construction management staff for the Committees on Appropriations.

Milestone IV, Phase II Construction, is currently scheduled to be completed in May 1994. Work is proceeding for the following contracts: Phase II work in both buildings, Colonades in the Jefferson Building, Forecourts in the Jefferson Building, Art Restoration in the Jefferson Building, and Elevator Modernization in the Adams Building. The First through Third Floors of the Adams Building are scheduled to be accepted from the contractor for beneficial occupancy by the end of 1993 and turned over to the Library of Congress for their use. The Library's current plans are to store furniture in these spaces in order to preclude the need to expend funds for storage at remote locations. Currently, it is anticipated that the May 1994 date will be met, barring any serious unforeseen problems. The work of the foregoing contracts will substantially complete the project.

As previously reported to the Committees on Appropriations, there is not sufficient funding to complete all items of work contemplated for the renovation and restoration project. The Library of Congress has transferred \$593,000 to the Architect of the Capitol to help overcome the shortfall. The Architect of the Capitol and the Librarian of Congress have developed a list of priority work items to be accomplished within available funds. This work consists of: sprinklers in Rare Book stacks of the Jefferson Building, additional sprinklers for instrument storage in the Jefferson Building, highest priority security system work in the Phase II areas of both buildings, render the Coolidge Auditorium

RENOVATION OF THE LIBRARY OF CONGRESS JEFFERSON AND ADAMS BUILDINGS
(continued)

and Whittall Pavilion "usable" in the Jefferson Building, air conditioning work for Decks 37 and 38 in the Jefferson Building and necessary work to outfit the Phase II areas of both buildings for final occupancy by staff. As the details for this work are finalized, arrangements will be made to have it performed either by contract or in-house forces.

Additional work on elevators in both buildings will also be performed and permanent signage will be procured and installed, both of which will be accomplished from project funds.

There is a projected total shortfall in funding of \$3,200,000; details of which have previously been reported to the Committees on Appropriations. In view of the fact that additional funding has not been authorized, certain items of work, such as total renovation of the Coolidge Auditorium and Whittall Pavilion, will not be accomplished.

Schedule A

ARCHITECT OF THE CAPITOL
SUMMARY
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	151	7,998	155	8,453	155	9,515	0	1,062
Contingent Expenses		74		100		100		
Capitol Buildings	181	22,363	181	23,978	181	24,416	0	438
Capitol Grounds	82	5,109	82	5,289	82	5,725	0	436
Senate Office Buildings	591	48,342	592	47,339	592	49,316		1,977
House Office Buildings	761	32,362	764	32,287	764	40,034	0	7,747
Capitol Power Plant **	101	33,336	101	32,777	101	37,348		4,571
Library Buildings and Grounds,								
Structural and Mechanical Care	136	13,268	136	11,167	136	10,785	0	(382)
Botanic Garden	57	4,532	57	3,008	57	10,378	0	7,370
Total	2,060	167,384	2,068	164,398	2,068	187,617	0	23,219
2. Breakdown by Object Class:								
11 Personnel Compensation		67,407		69,209		77,250		8,041
12 Personnel Benefits		16,745		19,385		20,886		1,501
13 Benefits to Former Personnel		588		300		600		300
21 Travel		18		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		29,141		31,988		33,623		1,635
24 Printing and Reproduction								
25 Other Services		43,309		34,534		45,151		10,617
26 Supplies and Materials		7,365		6,853		7,353		500
31 Equipment		2,780		2,100		2,725		625
32 Land and Structures		21		28		28		
42 Insurance Claims and Indemnities		10						
Total		167,384		164,398	0	187,617	0	23,219

* Includes Obligations from Prior Year "No Year" Authority.

** Excludes actual reimbursements of \$2,456,787 in FY 1993 and estimated reimbursements of \$3,200,000 in FY 1994 and FY 1995 for furnishing steam and chilled water.

ARCHITECT OF THE CAPITOL
SUMMARY

BY ACTIVITY AND OBJECT CLASS
(Excluding Senate Items)

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Salaries, Office of the Architect	151	7,998	155	8,453	155	9,515	0	1,062
Contingent Expenses		74		100		100		
Capitol Buildings	181	22,363	181	23,978	181	24,416	0	438
Capitol Grounds	82	5,109	82	5,289	82	5,725	0	436
House Office Buildings	761	32,362	764	32,287	764	40,034	0	7,747
Capitol Power Plant **	101	33,336	101	32,777	101	37,348		4,571
Library Buildings and Grounds, Structural and Mechanical Care	136	13,268	136	11,167	136	10,785	0	(382)
Botanic Garden	57	4,532	57	3,008	57	10,378	0	7,370
Total	1,469	119,042	1,476	117,059	1,476	138,301	0	21,242
2. Breakdown by Object Class:								
11 Personnel Compensation		49,006		49,481		55,423		5,942
12 Personnel Benefits		12,709		14,593		15,698		1,105
13 Benefits to Former Personnel		588		300		600		300
21 Travel		18		1		1		
22 Transportation of Things								
23 Rent, Communications and Utilities		22,713		24,438		25,923		1,485
24 Printing and Reproduction								
25 Other Services		26,994		21,928		33,738		11,810
26 Supplies and Materials		6,192		5,593		6,093		500
31 Equipment		792		697		797		100
32 Land and Structures		21		28		28		
42 Insurance Claims and Indemnities		9						
Total		119,042		117,059	0	138,301	0	21,242

* Includes Obligations from Prior Year "No Year" Authority.

** Excludes actual reimbursements of \$2,456,787 in FY 1993 and estimated reimbursements of \$3,200,000 in FY 1994 and FY 1995 for furnishing steam and chilled water.

ARCHITECT OF THE CAPITOL
SUMMARY
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES							
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
					STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)		
1. Breakdown by Activity:												
Salaries, Office of the Architect		1,092									1,092	
Contingent Expenses												
Capitol Buildings		1,098		108							3,216	
Capitol Grounds		397		79							797	
Senate Office Buildings		2,573		166							7,148	
House Office Buildings		3,527		62							7,837	
Capitol Power Plant		459		1,914							4,905	
Library Buildings and Grounds, Structural and Mechanical Care		707		128							1,482	
Botanic Garden		269		6							7,378	
Total		10,122		2,463							33,855	
2. Breakdown by Object Class:												
11 Personnel Compensation		8,325									8,325	
12 Personnel Benefits		1,497									1,497	
13 Benefits to Former Personnel		300									300	
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				1,631							1,631	
24 Printing and Reproduction												
25 Other Services				324							21,094	
26 Supplies and Materials				508							508	
31 Equipment											500	
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		10,122		2,463							33,855	

SUMMARY

ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS
(Excludes Senate Items)

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES					
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:										
Salaries, Office of the Architect		1,092								1,092
Contingent Expenses										
Capitol Buildings		1,098		108				646		3,216
Capitol Grounds		397		79				312		797
House Office Buildings		3,527		62				3,751		7,837
Capitol Power Plant		459		1,914				2,520		4,905
Library Buildings and Grounds,										
Structural and Mechanical Care		707		128				580		1,482
Botanic Garden		269		6				7,080		7,378
Total		7,549		2,297				14,889		26,707
2. Breakdown by Object Class:										
11 Personnel Compensation		6,148								6,148
12 Personnel Benefits		1,101								1,101
13 Benefits to Former Personnel		300								300
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities				1,481						1,481
24 Printing and Reproduction										
25 Other Services				308				14,789		17,069
26 Supplies and Materials				508				100		508
31 Equipment										100
32 Land and Structures										
Total		7,549		2,297				14,889		26,707

Schedule D

ARCHITECT OF THE CAPITOL
SUMMARY

Detailed Analysis of Deferred Staff and Projects by Appropriation

Appropriation

Salaries
Contingent Expenses
Capitol Buildings
Capitol Grounds
Senate Office Buildings
House Office Buildings
Capitol Power Plant
Library Buildings and Grounds
Botanic Garden

Total, Architect of the Capitol

Deferred Staff and Projects	
Staff	Projects (\$000)
15	694
0	0
0	1,116
3	102
0	903
0	8,030
0	0
0	7,160
0	0
18	18,005

Schedule D

ARCHITECT OF THE CAPITOL
SUMMARY

Detailed Analysis of Deferred Staff and Projects by Appropriation
(Excluding Senate Office Buildings)

Appropriation

Salaries
Contingent Expenses
Capitol Buildings
Capitol Grounds
House Office Buildings
Capitol Power Plant
Library Buildings and Grounds
Botanic Garden

Total, Architect of the Capitol

Deferred Staff and Projects	
Staff	Projects (\$000)
15	694
0	0
0	1,116
3	102
0	8,030
0	0
0	7,160
0	0
18	17,102

Schedule P

ARCHITECT OF THE CAPITOL
Summary
Detailed Analysis of Priority by Appropriation
(Including Senate Office Buildings)

Appropriation, 1994
Estimated reimbursements
Minus: Nonrecurring costs
Budget Base, 1995

I. Adjustments to Base

- NONDISCRETIONARY
- CRITICAL
- HIGHLY DESIRABLE
- DESIRABLE

II. Net Increase/Decrease Requested

III. Estimated Reimbursement

III Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
2,068	164,398
	3,200
	(10,636)
2,068	156,962
1995 Request	
Staff	Amount (\$000)
...	11,741
...	18,287
...	2,133
...	1,694
0	33,855
...	(3,200)
2,068	187,617

Schedule P

ARCHITECT OF THE CAPITOL
Summary
Detailed Analysis of Priority by Appropriation
(Excluding Senate Office Buildings)

Calculation of Base	
Staff	Amount (\$000)
Appropriation, 1994	1,476
Estimated reimbursements	117,059
Minus: Nonrecurring costs	3,200
Budget Base, 1995	(5,465)
	1,476
	114,794
1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base	
-- NONDISCRETIONARY	...
	9,033
-- CRITICAL	...
	14,708
-- HIGHLY DESIRABLE	...
	1,673
-- DESIRABLE	...
	1,293
II. Net Increase/Decrease Requested	...
	26,707
III. Estimated Reimbursement	...
	(3,200)
III. Total Appropriation Request, 1995	1,476
	138,301

ARCHITECT OF THE CAPITOL

Salaries

Estimate 1995 Summary Salaries, Architect of the Capitol				
	Salaries, Office of the Architect Summary			
		<u>Positions</u>	<u>Amount</u>	
1994 Appropriation in annual act.....	155			\$ 8,453,000
1994 Nonrecurring Deductions		<u>Positions</u>	<u>Amount</u>	
1994 Excess Day Cost.....	...		(-)\$ 30,000	
Total 1994 Nonrecurring Deductions.....	...			(-) 30,000
Total 1995 Base.....	155			\$ 8,423,000
Increases				
Mandatory Items				
January, 1994 Locality Pay Annualization.....	...		\$ 255,000	
January, 1994 Wage Rate Annualization.....	...		59,000	
January, 1995 Cost of Living Adjustment.....	...		170,000	
January, 1995 Locality Pay.....	...		109,000	
January, 1995 Wage Rate Increase.....	...		25,000	
Within-grades and Other Pay Changes.....	...		171,000	
Unfunded Positions and Other Pay Changes.....	...		111,000	
Other Personnel Compensation.....	...		85,000	
Contribution to Health Benefits Funds.....	...		54,000	
Contribution to Retirement Funds.....	...		48,000	
Subsidy for Commuting Costs.....	...		5,000	
Total Mandatory Items.....	...			1,092,000
Total Increases.....	...			\$ 1,092,000
Total Estimate for 1995.....	155			\$ 9,515,000

SALARIES, OFFICE OF THE ARCHITECT -- (Net Increase for 1995.....\$1,062,000)

1994 Appropriation in annual act..... \$ 8,453,000

Deductions - Nonrecurring Items

1994 Excess Day Cost

_____ (-) 30,000

Base for 1995..... \$ 8,423,000

IncreasesMANDATORY ITEMS

January, 1994 Locality Pay Annualization.....\$ 255,000
 January, 1994 Wage Rate Annualization..... 59,000
 January, 1995 Cost of Living Adjustment..... 170,000
 January, 1995 Locality Pay..... 109,000
 January, 1995 Wage Rate Increase..... 25,000
 Within-grades and Other Pay Changes..... 171,000
 Unfunded Positions and Other Pay Changes..... 111,000
 Other Personnel Compensation..... 85,000
 Contribution to Health Benefits Funds..... 54,000
 Contribution to Retirement Funds..... 48,000
 Subsidy for Commuting Costs..... 5,000

Total Increase - MANDATORY ITEMS.....\$1,092,000

\$1,092,000

TOTAL INCREASES.....

\$ 9,515,000

Total Estimate for 1995.....

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1 Breakdown by Activity								
Salaries, Office of the Architect	151	7,998	155	8,453	155	9,515	0	1,062
Total	151	7,998	155	8,453	155	9,515	0	1,062
2 Breakdown by Object Class								
11 Personnel Compensation		6,686		6,939		7,841		902
12 Personnel Benefits		1,312		1,514		1,674		160
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services								
26 Supplies and Materials								
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		7,998		8,453		9,515		1,062

* Includes Obligations from Prior Year "No Year" Authority.

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES												TOTAL CHANGES
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		DOLLARS STAFF		
	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:													
Salaries, Office of the Architect		1,092											1,092
Total		1,092											1,092
2. Breakdown by Object Class:													
11 Personnel Compensation		932											932
12 Personnel Benefits		160											160
13 Benefits to Former Personnel													
21 Travel													
22 Transportation of Things													
23 Rent, Communications and Utilities													
24 Printing and Reproduction													
25 Other Services													
26 Supplies and Materials													
31 Equipment													
32 Land and Structures													
42 Insurance Claims and Indemnities													
Total		1,092											1,092

Schedule C

ARCHITECT OF THE CAPITOL
Salaries
Detailed Analysis of Change by Appropriation

Appropriation, 1994
Minus: One Less Compensable Day
Budget Base, 1995

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. Within-grade Salary Advancements
2. Unfunded Positions and Other Changes
3. Annualization of January 1994 Locality Pay Raise
4. January 1994 Wage Rate Annualization
5. January 1995 Pay Raise
6. January 1995 Locality Pay Raise
7. January 1995 Wage Rate Increase
8. Other Personnel Compensation
9. Contribution to Retirement Funds
10. Contribution to Health Benefit Funds
11. Subsidy for Commuting Costs

B. Price Level Changes

C. Program Type Changes

1. Legislation
2. Workload
3. Equipment, Alterations, Maintenance.

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
155	8,453
	(30)
155	8,423
1995 Request	
Staff	Amount (\$000)
...	1,092
	171
	111
	255
	59
	170
	109
	25
	85
	48
	54
	5
...	...
...	...
...	...
...	...
...	1,092
155	9,515

Schedule D

ARCHITECT OF THE CAPITOL
SALARIES
Detailed Analysis of Deferred Projects by Appropriation

Staff and Projects

Deferred Staff and Projects		
	Staff	Projects (\$000)
Electrical Engineer	1	73
A/C Mechanical Engineer	1	62
Energy Conservation Mechanical Engineer	1	42
Clerk-Typist	4	116
Industrial Hygienist	1	62
Environmental Health/Safety Specialist	1	50
Safety Training Specialist	1	50
Secretary	1	31
Computer Specialist	2	104
Computer Programmer Specialist	1	42
EEO Investigator	1	62

Total, Salaries

15 694

2.6

Schedule P

ARCHITECT OF THE CAPITOL
Salaries
Detailed Analysis of Priority by Appropriation

Appropriation, 1994
Minus: Nonrecurring costs
Budget Base, 1995

Calculation of Base	
Staff	Amount (\$000)
155	8,453 (30)
155	8,423
1995 Request	
Staff	Amount (\$000)
...	1,092
	1,092
...	...
...	...
...	...
...	...
...	1,092
155	9,515

I. Adjustments to Base

- NONDISCRETIONARY
 - Mandatory Pay and Related Costs
- CRITICAL
- HIGHLY DESIRABLE
- DESIRABLE

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

ARCHITECT OF THE CAPITOL

Salaries

Program and Financing (in thousands of dollars)

Identification code 01-0100-0-1-801	1993 actual	1994 est.	1995 est.
Program by activities:			
10.00 Total obligations	7,998	8,453	9,515
Financing:			
25.00 Unobligated balance expiring	146		
39.00 Budget authority (gross)	8,144	8,453	9,515
Budget authority:			
Current:			
40.00 Appropriation	8,144	8,453	9,515
Relation of obligations to outlays:			
71.00 Total obligations	7,998	8,453	9,515
72.40 Obligated balance, start of year	550	277	423
74.40 Obligated balance, end of year	- 277	- 423	- 476
77.00 Adjustments in expired accounts	- 6		
90.00 Outlays	8,265	8,307	9,462

Object Classification (in thousands of dollars)

Identification code 01-0100-0-1-801	1993 actual	1994 est.	1995 est.
Personnel compensation:			
11.1 Full-time permanent	6,473	6,780	7,581
11.3 Other than full-time permanent			
11.5 Other personnel compensation	213	159	260
11.9 Total personnel compensation	6,686	6,939	7,841
12.1 Civilian personnel benefits	1,312	1,514	1,674
99.9 Total obligations	7,998	8,453	9,515

Personnel Summary

Identification code 01-0100-0-1-801	1993 actual	1994 est.	1995 est.
Total compensable workyears:			
1001 Full-time equivalent employment	157	158	156
1005 Full-time equivalent of overtime and holiday hours	5	5	5

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

Travel Limitations

LIMITATION ON TRAVEL EXPENSES.....\$ 20,000

This is not an appropriation but a limitation on the total amount under all funds which may be expended by the Architect of the Capitol in any one fiscal year for travel. Travel is done in connection with public works and other construction projects; purchase, repair, or improvement of equipment; training; and visits to nurseries to inspect plant material. The amount of travel varies from time to time and is determined by the extent of the workload placed upon the Architect of the Capitol from year to year. The annual limitation of \$20,000 remained unchanged from fiscal year 1961 to fiscal year 1988, when it was reduced to \$10,000. In fiscal year 1989 the limitation was returned to \$20,000 in order to permit adequate flexibility in permitting staff to travel when needed, and remained at that level until fiscal year 1992, when it was increased to \$50,000. The increase was allowed to provide for the travel necessary as a result of conversion of the AOC payroll/personnel system to the National Finance Center, which is located in New Orleans, Louisiana. In fiscal year 1994, the \$50,000 limitation was reduced to the \$20,000 level. That limitation is again requested for fiscal year 1995. The limitation on travel expenses does not require additional appropriations, as funding for travel is allotted from existing resources.

ARCHITECT OF THE CAPITOL

Continent Expenses

Estimate 1995 Summary Contingent Expenses

Contingent Expenses Summary

	Positions	Amount
1994 Appropriation.....	---	\$ 100,000
Total appropriation 1994.....	...	\$ 100,000
<u>1994 Nonrecurring Deductions</u>		
None	---	---
Total 1994 Nonrecurring Deductions.....	---	---
Total 1995 Base.....	...	\$ 100,000
<u>Increases</u>		
None	---	---
1995 Total Appropriation Request.....	---	\$ 100,000

CONTINGENT EXPENSES -- (No Increase for 1995)

1994 Appropriation in annual act.....	<u>\$ 100,000</u>
Total appropriation 1994.....	<u>\$ 100,000</u>
Base for 1995.....	<u>\$ 100,000</u>
Increases	
None	
<u>Total Estimate for 1995.....</u>	<u>\$ 100,000</u>

An appropriation for "Contingent Expenses" has been provided annually since 1956 to enable the Architect to make surveys and studies, and to meet unforeseen expenses in connection with activities under the care of the Architect of the Capitol. Rental of warehouse space and related expenses as authorized by the Act of December 13, 1973 (87 Stat. 704) were funded in this appropriation until fiscal year 1986. In fiscal year 1987 the authority was transferred to the "Capitol Buildings" appropriation.

In fiscal years 1993 and 1994, \$100,000 was allowed for this appropriation, but not on the "No Year" basis upon which it had been requested. This amount is again requested on a "No Year" basis for fiscal year 1995. These funds must be appropriated for fiscal year 1995 to meet the needs for which this appropriation is made.

In addition to the fiscal year 1993 appropriation of \$100,000, \$124,152 of prior "No Year" funding was available for obligation in fiscal year 1993 for a total of \$224,152.

Estimate 1995
Contingent Expenses (continued)

Of the \$224,152 available during fiscal year 1993, \$6,350 was obligated as follows:

	<u>Obligations</u>	<u>Funds Allotted but not yet Obligated</u>
<u>Contingent Expenses</u>		
Air Quality Testing.....	\$ 6,100	\$
Infill Concepts for House Office Buildings.....	(2,500) ¹
Appraisal of Square 695.....	<u>2,750</u>	<u>.....</u>
Total.....	<u>\$ 6,350</u>	<u>\$</u>

As of September 30, 1993, \$120,552 in prior year "No Year" funds remained available for obligation during fiscal year 1994. This amount has been augmented by the \$100,000 allowed for fiscal year 1994. Thus there is a total of \$220,552 available for unforeseen expenses and surveys and studies in fiscal year 1994.

¹ Deobligation of prior year funds

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1 Breakdown by Activity								
Contingent Expenses		74		100		100		
Total		74		100		100		
2 Breakdown by Object Class								
11 Personnel Compensation								
12 Personnel Benefits								
13 Benefits to Former Personnel								
21 Travel								
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services				100		100		
26 Supplies and Materials		74						
31 Equipment								
32 Land and Structures								
42 Insurance Claims and Indemnities								
Total		74		100		100		

* Includes Obligations from Prior Year "No Year" Authority

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
					STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)		STAFF
1. Breakdown by Activity:												
Contingent Expenses												
Total												
2. Breakdown by Object Class:												
11 Personnel Compensation												
12 Personnel Benefits												
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities												
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials												
31 Equipment												
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total												

Schedule C

ARCHITECT OF THE CAPITOL
Contingent Expenses
Detailed Analysis of Change by Appropriation

Appropriation, 1994
Minus: Nonrecurring costs
Budget Base, 1995

Calculation of Base	
Staff	Amount (\$000)
...	100
...	100
1995 Request	
Staff	Amount (\$000)
...	...
...	...
...	...
...	...
...	...
...	...
...	...
...	...
...	...
...	100

I. Adjustments to Base

A. Mandatory Pay and Related Costs

B. Price Level Changes

C. Program Type Changes

1. Legislation

2. Workload

3. Equipment, Alterations, Maintenance.

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Schedule D

ARCHITECT OF THE CAPITOL
CONTINGENT EXPENSES

Detailed Analysis of Deferred Staff and Projects by Appropriation

Staff and Projects

Total, Contingent Expenses

Deferred Staff and Projects	
Staff	Projects (\$000)
0	0
0	0

Schedule P

ARCHITECT OF THE CAPITOL
Contingent Expenses
Detailed Analysis of Priority by Appropriation

Appropriation, 1994
Minus: Nonrecurring costs
Budget Base, 1995

I. Adjustments to Base

- NONDISCRETIONARY
- CRITICAL
- HIGHLY DESIRABLE
- DESIRABLE

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
...	100
...	...
...	100
1995 Request	
Staff	Amount (\$000)
...	...
...	...
...	...
...	...
...	...
...	...
...	...
...	100

ARCHITECT OF THE CAPITOL

Continent Expenses

Program and Financing (in thousands of dollars)

Identification code 01-0102-0-1-801		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations (object class 25.2)	6	221	100
Financing:				
21.40	Unobligated balance available, start of year	-- 124	-- 121
24.40	Unobligated balance available, end of year	121
25.00	Unobligated balance expiring	97
40.00	Budget authority (appropriation)	100	100	100
Relation of obligations to outlays:				
71.00	Total obligations	6	221	100
72.40	Obligated balance, start of year	71	4
74.40	Obligated balance, end of year	-- 4
90.00	Outlays	74	225	100

OBJECT CLASSIFICATION

[In thousands of dollars]

Item		1993 actual	1994 estimate	1995 estimate
25.2	Other services			
	Appraisal of square 695	3
	Air Quality Testing	6
	Infill Concepts for House Office Buildings	(2)
	Total, other services	7	221	100

[CLERK'S NOTE.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Capitol Buildings

Estimate 1995
Summary
Capitol Buildings

Capitol Buildings Summary

	Positions	Amount
1993 Appropriation in annual act.....	181	\$ 23,978,000
1994 Nonrecurring Deductions		
1994 Excess Day Cost.....		\$ 28,000
Bicentennial of the Capitol Building.....		200,000
Conservation of Wall Paintings.....		50,000
Capitol Dome Drainage Improvements.....		500,000
Energy Efficient Lighting Systems.....		2,000,000
Total 1993 Nonrecurring Deductions.....	111	(1) 2,278,000
Total 1994 Base	181	\$ 21,200,000
Increases		
Mandatory Items		
January, 1994 Locality Pay Annualization.....		\$ 55,000
January, 1994 Wage Rate Annualization.....		240,000
January, 1995 Cost of Living Adjustment.....		160,000
January, 1995 Locality Pay.....		24,000
January, 1995 Wage Rate Increase.....		108,000
Within-grades and Other Pay Changes.....		72,000
Unfunded Positions and Other Pay Changes.....		22,000
Other Personnel Compensation.....		46,000
Contribution to Health Benefits Funds.....		59,000
Unemployment Compensation.....		300,000
Subsidy for Commuting Costs.....		12,000
Total Mandatory Items.....	111	1,098,000

Estimate 1995

Summary
Capitol Buildings (continued)Capitol Buildings
Summary
(continued)

	<u>Positions</u>		<u>Amount</u>	
<u>Increases (continued)</u>				
<u>Annual Recurring Maintenance</u>				
Postage and Metered Mail.....	...		\$ 3,000	
Rental of Warehouse Space.....	...		47,000	
General Annual Repairs.....	...		46,000	
Safety Engineering Operations and Maintenance.....	...		10,000	
Training.....	...		49,000	
Contractual Support, Safety Engineering and Indoor Air Quality.....	...		150,000	
Supplies and Materials.....	...		<u>12,000</u>	
Total Annual Recurring Maintenance.....				317,000

Estimate 1995
Summary
Capitol Buildings (continued)

Capitol Buildinga
Summary
(continued)

	Positions		Amount	
<u>Nonrecurring Items</u>				
<u>Cyclical Maintenance</u>				
Conservation of Wall Paintings.....	...		\$ 136,000	
Improvements to Air Conditioning Systems,				
Senate Terraces.....	...		160,000	
Recondition Various Air Conditioning Systems,				
Capitol Building.....	...		350,000	
Total Cyclical Maintenance.....	...		<u>\$ 646,000</u>	
<u>Continuing and Initiating Other Programs</u>				
Capitol Complex Fire Systems Master Plan.....	...		\$ 155,000	
Legislative Branch Warehouse Operations and				
Maintenance, Ft. Meade MD.....	...		<u>1,000,000</u>	
Total Continuing and Initiating Other				
Programs.....	...		<u>\$ 1,155,000</u>	
Total Nonrecurring Items.....	...			<u>\$ 1,801,000</u>
<u>Total Increases.....</u>	...			<u>3,216,000</u>
<u>Total Estimate for 1995.....</u>	<u>181</u>			<u>\$24,416,000</u>

CAPITOL BUILDINGS -- (Net Increase for 1995,\$438,000)

1994 Appropriation in annual act..... \$ 23,978,000

Deductions - Nonrecurring Items

1994 Excess Day Cost.....	\$ 28,000
Bicentennial of the Capitol Building.....	200,000
Conservation of Wall Paintings.....	50,000
Capitol Dome Drainage Improvements.....	500,000
Energy Efficient Lighting Systems.....	<u>2,000,000</u>
	(-) <u>2,778,000</u>

Base for 1995..... \$ 21,200,000

Increases

MANDATORY ITEMS

January, 1994 Locality Pay Annualization.....	\$ 55,000
January, 1994 Wage Rate Annualization.....	240,000
January, 1995 Cost of Living Adjustment.....	160,000
January, 1995 Locality Pay.....	24,000
January, 1995 Wage Rate Increase.....	108,000
Within-grade and Other Pay Changes.....	72,000
Unfunded Positions and Other Pay Changes.....	22,000
Other Personnel Compensation.....	46,000
Contribution to Health Benefits Funds.....	59,000
Unemployment Compensation.....	300,000
Subsidy for Commuting Costs.....	<u>12,000</u>
Total Increase - MANDATORY ITEMS.....	<u>\$1,098,000</u>

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS	
Postage and Metered Mail increased from \$20,000 to \$23,000.....	\$ 3,000
This amount is needed for all postage and mail costs incurred by the Office of the Architect of the Capitol. The increase is based on current expenditures.	
Rental of warehouse space increased from \$784,000 to \$831,000.....	\$ 47,000
For fiscal year 1995, an amount of \$831,000 is required for the rental of warehouse space. The present lease contract at 1430 South Capitol Street, S.E., for 72,287 square feet of space has an inflationary increase factor which will result in an estimated cost of \$587,000, including utilities. In addition, the present lease contract at 120 Canal Street, S.E., for 44,860 square feet of space has an inflationary increase factor which will result in an estimated cost of \$244,000, including utilities. Thus the total estimated requirement for warehouse costs in fiscal year 1995 is \$831,000, a \$47,000 increase over the amount appropriated in fiscal year 1994.	
General Annual Repairs increased from \$105,000 to \$151,000.....	\$ 46,000

This allotment provides for recurring repairs and alterations needed for the general structural care and maintenance of the building and its equipment -- such as carpentry, concrete, masonry, machinery, equipment, electrical, sheetmetal work, minor roof and skylight work, plumbing, plastering, brickwork and venetian blinds.

This increase is requested to meet rising costs for this work. This allotment was last increased in fiscal year 1989.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Safety Engineering Operations and Maintenance increased from \$98,500 to \$108,500..... \$ 10,000

The Safety Engineering Division is tasked with providing a work place free from the recognized hazards of exposure to injuries and illnesses that are most likely to affect the productivity and welfare of employees in the Capitol Complex. The various regulatory bodies that affect such matters have issued regulations covering indoor air pollution, underground storage tanks, hazardous materials and waste, and general safety matters.

Additional funds in the amount of \$10,000 are needed for the administration of the Hazardous Materials and Waste Control and Disposal Program. The removal and proper disposal of all materials meeting the definition of hazardous waste are on the rise. An additional \$10,000 is requested to accommodate the existing waste stream. More and more materials are being required to be disposed of in accordance with increasingly stringent regulations and this is reflected in the cost of removing these hazardous wastes.

Training increased from \$49,000 to \$98,000..... \$ 49,000

In recent years the Architect's Office has responded to recently amended civil rights legislation by sponsoring training such as prevention of sexual harassment, employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office requires supervisory development training and sponsors basic educational skills training for reading. Programs to respond to agency training needs such as trade apprenticeships and additional supervisory development are being prepared.

Estimate 1995
 Capitol Buildings

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Training (continued)

The limited funding available for training is directed almost entirely toward the required training, leaving few resources available for other organizational training needs. Cost increases have also reduced training opportunities. As a result, the Office will have to reduce the availability of basic educational skills training and eliminate trade apprenticeship training being developed. Without an increase in this allotment there will be no monies available for work performance improvement training, technical skills training, or training necessary for implementing or maintaining new programs or technologies.

Because of the unique and high profile environment within which the Office operates, employees must possess a combination of technical and communications skills in order to be effective and productive in supporting the activities of the Congress. Employees must have sufficient technical skills to operate and maintain the equipment the Office is responsible for, and they must have sufficient communications skills to perform their work within the Congressional community in an expedient and appropriate manner.

These funds are requested to enable the Office to continue its efforts to permit all employees to be trained in their legal rights and responsibilities, as well as to maintain and improve their work performance efficiency.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Contractual Support, Safety Engineering and Indoor Air Quality (new).....\$ 150,000

Funds in the amount of \$150,000 are requested for a new annual recurring allotment for contractual services to support the Safety Engineering Division as well as the Air Conditioning Engineering Division. These funds are needed to provide contractual services to complement as well as supplement the existing Safety Engineering Division and Air Conditioning Engineering Division responsibilities.

The Safety Engineering Division was established in fiscal year 1991 to ensure that the Capitol complex was a work place free of recognized hazards from exposure to injuries and illnesses. Increased concerns over indoor air quality and the increased classification and regulation of various commonly used materials as hazardous led to the need to address these matters in a comprehensive, planned and proactive manner.

Since fiscal year 1991, the role of the Safety Engineering Division has grown. Divisions with related responsibilities have also experienced an expansion in safety and indoor environmental requirements. Funds are requested to provide for contractual support for the Safety Engineering Division in the following areas.

Services of an Environmental Health and Safety Specialist are required for asbestos sampling; other hygiene and air sampling; supporting hazard assessments such as lead and asbestos abatement programs; and assisting with other general industrial hygiene and occupational health and safety issues.

Services of an Industrial Hygienist are required for: protecting the occupational health of all employees, visitors, staff and Members of Congress; maintaining an objective approach toward the recognition, evaluation and control of health hazards; conducting tests and samples and interpreting results; supporting Office staff in counseling employees regarding occupational health hazards and necessary precautions to avoid adverse health effects; investigating concerns and

Estimate 1995
Capitol Buildings

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Contractual Support, Safety Engineering and Indoor Air Quality (new) (continued)

suggesting engineering and administrative controls and/or solutions; developing and presenting policies and/or programs; and sensitizing building occupants to emotional environmental issues. No member of the current Safety Engineering Division has the training, education, experience or certification to address some of the more complicated occupational health issues, and therefore contractual support is requested.

Services of a Safety Training Specialist are required to research and implement the beginnings of a formalized safety training program for the Safety Engineering Division and for portions of the general work force. The Federal OSHA Program requires that staff responsible for Safety Engineering receive continuing specialized training so they remain cognizant of the most current regulations and technology. Portions of the general work force should be receiving periodic training such as, but not limited to: asbestos management, planning and removal techniques, scaffold erection and operation, fork lift drivers operation, commercial drivers license requirements, hazard communication, blood borne pathogens, and electrical engineering safety, just to name a few of the required topics. Voluntary training in CPR, fire extinguishers and back injury prevention could help keep costs --- such as the Workers' Compensation cost --- manageable, or even help provide reductions beginning several years from now. Contractual support to provide these services is requested.

With respect to Indoor Air Quality support, a directive in the Senate Report accompanying the Legislative Branch Appropriations Bill, Fiscal Year 1991, directed the Architect of the Capitol to conduct a comprehensive indoor air evaluation in all of the buildings in the Capitol Complex and submit a Report to the Senate Rules Committee with plans for possible remediation of problems. Accordingly such a survey was undertaken during the fall of 1992. Following the initial survey, which was performed by existing personnel, it is necessary to perform

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Contractual Support, Safety Engineering and Indoor Air Quality (new) (continued)

continual indoor air quality surveys to insure that the environments in which Legislative Employees work continue to be acceptable and that the equipment which serves the buildings continues to operate in a manner that will insure acceptable environmental conditions in the long term.

Under guidelines developed by a technical expert in the field, existing personnel were able to perform the Initial Indoor Air Quality (IAQ) survey due to its short and controlled duration. However, in order to continually survey and monitor indoor environments and equipment operation it will be necessary to provide contractual support to perform these functions. The contractor would make various indoor environmental measurements, including the levels of carbon dioxide, temperature, and relative humidity to insure that the indoor environments are acceptable. In addition, it would inspect the various mechanical equipment to insure that it is being operated and maintained in such a manner as to produce an acceptable indoor environment.

It is therefore requested that an annual allotment in the amount of \$150,000 be established to provide for contractual support for safety engineering and indoor air quality throughout the Capitol Complex.

Estimate 1995
Capitol Buildings

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Supplies and materials increased from \$455,400 to \$467,400..... \$ 12,000

This allotment provides for carpentry, electrical, plumbing, hardware, cleaning, heating and ventilating, incandescent lamps and fluorescent tubes and general miscellaneous supplies for the care of the Capitol Building. In addition to these maintenance oriented items, office supplies for the central administrative offices are included in this allotment.

An increase of \$12,000 is requested to meet the rising cost of supplies and materials for care of the Capitol Building. This increase is needed to ensure that all of the various supplies and materials needed for the care and operation of the Capitol Building and central office staff are available to the shops and staff.

Total Increase - ANNUAL RECURRING ITEMS..... \$ 317,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Conservation of Wall Paintings..... \$ 136,000

For fiscal year 1995, a total of \$136,000 is requested to continue the significant progress which has been made since 1985 in conserving historic wall paintings in the Capitol Building. Priorities in the scheduling of projects are based on the studies made in 1981 and 1982 by a respected conservator, which have been updated by recent inspections. The program has been funded in several fiscal years since 1985. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Speaker of the U.S. House of Representatives and the Senate Committee on Rules and Administration.

Estimate 1995
Capitol Buildings
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

Senate side:

For the conservation of the frescoes and for the repair of flaking paint and cleaning of dark overpaint and grime from the oil painted walls and borders in the President's Room, S-216.....\$25,000

The appropriation of \$50,000 in fiscal year 1994 will cover most of the cost of conserving the frescoes and borders of the ceiling in the President's Room. The additional funds are requested to clean and conserve the walls. Recent studies suggest that possibly original frescoed walls have been painted over in oil. Because an attempt to conserve this original surface is not thought to be feasible by any of the conservators who have examined the room, and because the cost to do so would be very high, the recommended treatment is a surface cleaning and removal of as much of the yellowed varnish as possible to brighten the colors and details and to bring the walls in harmony with the conserved ceiling. The work on the ceiling of the President's Room would be begun in August 1994 and completed during the fall recess, when the walls could also be treated.

Estimate 1995
Capitol Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

For the conservation of the frescoes and cleaning of decorative paint on the ceiling of the Senate Reception Room, S-213,..... \$86,000

The Senate Reception Room, decorated by Constantino Brumidi between 1858 and 1870, is one of the most magnificent in the Capitol. It contains numerous frescoes as well as some of the most elaborate gilded plaster work in the building. The beautiful ceiling is painted with Justice, Temperance, Strength, and Prudence in the spandrels of the domed vault and Freedom, Peace, Plenty, and War in the groin vaults toward the window. The ceiling is decorated with elaborate rosettes of leaves in gilded coffer and illusionistic malachite.

However, the frescoes, decorative painting, and gilded plaster reliefs are obscured by a brown layer of accumulated grime and nicotine. Although the mural paintings in this area are relatively sound from a structural standpoint, cleaning and conservation will make a remarkable difference in their aesthetic appearance, as can be seen in small cleaning tests conducted at the window end of the room. Since this room is one of the more public areas, many visitors to the Capitol as well as Senators and their staff will appreciate the difference.

The estimate for a total cleaning and conservation of the entire room is approximately \$200,000. Therefore, the work has been divided into two phases. Funds to clean and conserve the frescoes, oil paintings, and decorative paintings on the walls will be requested for fiscal year 1996.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

House side:

For the cleaning and consolidation of the decorated ceilings in the
Office of the House Minority Leader, H-230.....\$25,000

Room H-230 is the last of three rooms in the Office of the House Minority Leader to receive conservation treatment. Like the ceiling in H-232, conserved in 1987, and the one in H-231, conserved in 1990, the ceiling vaults and lunettes of this room are embellished with original decorative painting done under the direction of Elmer Garnsey around 1901. This room is one of the most elaborately decorated of the committee rooms constructed at the turn of the century in space previously occupied by the Library of Congress. On the ceilings are tondos holding seated classical female figures in gray and white representing Justice, Agriculture, Freedom, and Peace. Standing female figures in sienna tones embellish the lunettes. The decorative scheme contains numerous classical symbols such as shields, the liberty cap, and the fasces.

The shield of the District of Columbia on one wall and the figure of Columbia opposite reflect the function of the room from 1901 to 1908 as the House Committee on the District of Columbia. The room was later used by the committees on Military Affairs and Banking and Currency. From 1938 to 1956 the room was occupied by the Speaker of the House, and from 1957 until the present it has been part of the Offices of the House Minority Leader.

Estimate 1995
Capitol Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Conservation of Wall Paintings (continued)

Conservation is needed because of the cracking paint on the lunettes as well as the overall yellowed varnish and grime layer. Some touch-up of the paint was undertaken by in-house painters in 1970. Early overpainting, which has significantly darkened, will need to be removed or redone to match the original tones. The cleaning and conservation will bring this room to the level of preservation and aesthetic appearance of the adjoining two rooms.

Improvements to Air Conditioning Systems, Senate Terraces..... \$ 160,000

This request is to upgrade the air conditioning system which serves rooms ST-2, 4, 6, 8, 10, 2M, 4M, and 6M. In addition to replacing the system serving these rooms it is proposed that the new system also be extended to serve the adjacent rooms ST-16, 18, 20 and 22.

The air conditioning system which serves rooms ST-2, 4, 6, 8, 10, 2M, 4M, and 6M was installed over thirty years ago. The system has served its purpose during the ensuing years, however due to its age and revised occupancy of some of the rooms the system is no longer capable of adequately performing its intended function of providing suitable temperature control in the spaces served. It is proposed that the existing air conditioning system which consists of a central air handling unit to provide only ventilation air and room mounted fan coil units for temperature control be replaced with a central, variable air volume, air conditioning system which would provide the required ventilation air as well as the required temperature control for the spaces. It is also proposed that this new system be extended to serve rooms ST-16, 18, 20 and 22 which are adjacent to rooms ST-2 through ST-6M and are not currently served by a central air handling unit system.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Improvements to Air Conditioning Systems, Senate Terraces (continued)

This project includes replacement of the existing ceilings, as applicable, in order to facilitate the installation of the new ductwork and piping above the ceilings as well as other miscellaneous architectural modifications to accommodate the new systems.

The current project, Reconditioning of Various Air Conditioning Systems Throughout Capitol, included replacement of the existing ventilation air handling unit which currently serves rooms ST-2, 4, 6, 8, 10, 2M, 4M and 6M. That work will be accomplished under this new project.

This work will require more than one year to complete due to the need to perform the work without unduly disturbing the occupants. Therefore, these funds are requested on a "No Year" basis. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration.

Recondition Various Air Conditioning Systems, Capitol Building..... \$ 350,000

In fiscal year 1984 a project was initiated to recondition various air conditioning units throughout the Capitol Building. This included the replacement and rehabilitation of 20 units. To date, eleven units have been completed in their entirety and seven units are in various stages of completion ranging from beginning of the design process to nearing completion of construction. Existing funds will allow for completion of five of these units. Existing funds will also allow for the completion of design of units S-7 (which includes unit S-7A), and PH-2.

Estimate 1995
Capitol Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Recondition Various Air Conditioning Systems, Capitol Building (continued)

However, in order to complete the project, additional funds will be required. Project expenses have been greater than anticipated due to increases to the scope of work for various units due to hidden defects in system components, increased costs such as asbestos abatement, and implementation of design revisions to produce air conditioning systems which resulted in more efficient system operation. Additional funds will be required to complete the final four units. These units are S-7 (including unit S-7A), PS-5, PH-2, and PH-4. Unit S-7 (including unit 7A) is to have its control equipment replaced and ductwork in the equipment room will be modified to provide better air flow in the unit. Units PS-5, PH-2, and PH-4 will be replaced in their entirety. These funds are requested on a "No Year" basis since the work can be accomplished only when the Congress will not be inconvenienced by poor air conditioning and ventilation.

Total Cyclical Maintenance..... \$ 646,000

Continuing and Initiating Other Programs

Capitol Complex Fire Systems Master Plan..... \$ 155,000

Aggressive design and installation efforts over the last several years have resulted in significant improvements to the fire safety of the Capitol Complex. This portion of the overall fire protection plan will provide for the culmination of the individual fire protection projects into a unified systems approach to fire safety.

This equipment and associated mechanisms will be designed to automatically retrieve information needed by emergency responders to accurately assess and mitigate life threatening emergencies and to minimize the damage and disruption a fire could cause in these historically significant buildings. In the event of an emergency (fire,

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Complex Wide Fire Signaling System (continued)

explosion, hazardous material spill, power outage, etc.), the voice capable fire alarm signaling systems can be activated from various locations to provide emergency instructions to Members, staff and visitors in all or selected buildings in a timely manner and to provide site specific information to the fire department and other emergency personnel.

This master plan will encompass the entire Capitol complex of buildings. Once completed, this project will link the separate voice annunciating fire detection and alarm systems into a consolidated monitoring system capable of performing multiple fire control and evacuation functions. This will result in reduced operator input and increased fire department effectiveness and safety. Existing radio and telecommunications links will be used to keep responding fire department personnel apprised of special concerns or hazards which may be present during an emergency.

The recent Congressional action to close the closest emergency responder unit, Fire House No. 3, increases the need to provide this system. Funds in the amount of \$155,000 are requested for the acquisition and installation of this system. These funds were requested and denied in fiscal years 1992, 1993 and 1994.

Estimate 1995
Capitol Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs (continued)

Legislative Branch Warehouse Operations and Maintenance,
Ft. Meade.....\$ 1,000,000

Funds in the amount of \$1,000,000 are requested on a "No Year" basis to provide for the operation and maintenance of the existing landscaping and structures located at the site which is being transferred to the Architect of the Capitol from the Department of the Army at Ft. Meade, MD. This property is being transferred to provide a location for the long term storage and warehouse needs of the Library of Congress and the Legislative Branch. Additionally, funds will be required to provide for site development planning. Site development planning will be necessary to survey the area, ascertain which areas are suitable for building the Library book storage facility, plan future storage areas, etc.

The total amount requested for these needs in fiscal year is \$1,000,000. Approval to request these funds in the fiscal year 1995 budget request has been sought from the House Office Building Commission and the Senate Committee on Rules and Administration.

Total Continuing and Initiating Other Programs.....\$ 1,155,000

Total Increase - NONRECURRING ITEMS.....\$ 1,801,000

TOTAL INCREASES.....\$ 3,216,000

Total Estimate for 1995.....\$24,416,000

Objectives

This appropriation provides for the structural and mechanical care of the Capitol; miscellaneous improvements; operation of the mechanical equipment; domestic care of the central portion and most of the areas on the House side; care of Statuary Hall on the House side; and the care of Works of Art in the Capitol; maintenance and operation of the transformer stations in the Capitol group of buildings; and maintenance of the grounds lighting systems. The Architect performs his duties under authority of the Act of August 15, 1876 (19 Stat. 147).

A force of 181 authorized employees, spread over day and night shifts as required, is needed for 1995 for the care of this building with its 16 1/2 acres of floor area; the House and Senate Chambers, the Old Senate and Supreme Court Chambers, the Dome, Rotunda, Crypt, 540 rooms occupied as offices, Committee and storage rooms, and restaurants and other areas, including extensive corridors; with its extensive mechanical equipment, such as air conditioning systems with over 2,000 pieces of equipment; the electrical transformer stations with their switchboards, switchgear transformers and other equipment; 25 elevators, 2 lifts, 4 kitchen conveyors, 4 escalators, 2 dumbwaiters; approximately 700 plumbing fixtures and piping; Dome floodlighting and grounds lighting systems, including about 70,000 feet of high tension cable; legislative bell and buzzer systems; extensive electronic equipment including the voting system in House Chamber (placed in operation January 23, 1973); speech reinforcement system in House Chamber; and speech reinforcement system in Senate Chamber (placed in operation January 21, 1971), electric fixtures and wiring.

The total authorized strength for the Capitol Buildings staff is 181 positions.

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel.....	\$	600
Communications.....		92,000
Elevator Repairs.....		55,000
Annual Painting.....		255,000
Maintenance, Air Conditioning Systems.....		45,000
Insect and Pest Control.....		7,000
Miscellaneous Improvements.....		200,000
Rental/Maintenance of Office and Computer Equipment.....		1,726,000
Substation Equipment and Repairs.....		15,000
Maintenance and Repair, Lighting Systems, Grounds.....		119,000
Repairs, Works of Art.....		80,000
Installation of Office Intrusion Alarm Systems.....		50,000
Exterior Pointing and Caulking.....		59,000
Exhibits, Display Cases in the Crypt.....		10,000
Asbestos Abatement.....		112,000
Maintenance of Hydraulic Barriers.....		12,000
Telecommunications Support, Capitol Complex.....		75,000
EMCS Operations and Maintenance.....		42,000
Waste Recycling.....		50,000
Payroll Operation, National Finance Center.....		670,000
Annual Equipment.....		125,000
Replace and Improve House Restaurant Facilities.....		25,000
Replace and Improve Senate Restaurant Facilities.....		45,500
Maintenance of Electronic Systems.....		1,000,000
Contractual Maintenance of Electronic Systems.....		465,000
Upgrade Capitol Complex X-Ray Machines.....		200,000
PCB Transformers and Cable (No Year).....		713,000
Elevator and Escalator Modernization, Capitol Building (No Year).....		600,000
Plumbing Renovations, Capitol Building (No Year).....		600,000
Americans with Disabilities Act Requirements (No Year).....		300,000
Replace/Upgrade Underground Storage Tanks (No Year).....		200,000

Schedule A ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Capitol Buildings	181	22,363	181	23,978	181	24,416	0	438
Total	181	22,363	181	23,978	181	24,416	0	438
2. Breakdown by Object Class:								
11 Personnel Compensation		6,998		7,117		7,764		647
12 Personnel Benefits		3,811		4,351		4,474		123
13 Benefits to Former Personnel		588		300		600		300
21 Travel		16		1		1		
22 Transportation of Things		0		0		0		
23 Rent, Communications and Utilities		867		896		946		50
24 Printing and Reproduction		0		0		0		
25 Other Services		9,424		10,662		9,968		(694)
26 Supplies and Materials		432		455		467		12
31 Equipment		227		196		196		0
32 Land and Structures		0		0		0		
42 Insurance Claims and Indemnities		0		0		0		
Total		22,363		23,978		24,416		438

• Includes Obligations from Prior Year "No Year" Authority.

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES												TOTAL CHANGES				
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.								
									DOLLARS (\$000)		STAFF			DOLLARS (\$000)		STAFF	
1. Breakdown by Activity:	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)					
Capital Buildings		1,098		108				1,364		646			3,216				
Total		1,098		108				1,364		646			3,216				
2. Breakdown by Object Class:																	
11 Personnel Compensation		675											675				
12 Personnel Benefits		123											123				
13 Benefits to Former Personnel		300											300				
21 Travel																	
22 Transportation of Things																	
23 Rent, Communications and Utilities				50									50				
24 Printing and Reproduction																	
25 Other Services				46									46				
26 Supplies and Materials				12				1,364		646			2,056				
31 Equipment													12				
32 Land and Structures																	
42 Insurance Claims and Indemnities																	
Total		1,098		108				1,364		646			3,216				

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Change by Appropriation

Appropriation, 1994

Minus: Nonrecurring costs

One Less Compensable Day

Budget Base, 1995

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. Within-grade Salary Advancements and Other Changes
2. Other Personnel Compensation
3. Annualization of January 1994 Locality Pay Raise
4. January 1994 Wage Rate Annualization
5. January 1995 Pay Raise
6. January 1995 Locality Pay Raise
7. January 1995 Wage Rate Increase
8. Contribution to Health Benefit Funds
9. Subsidy for Commuting Costs
10. Unemployment Compensation

B. Price Level Changes

1. Postage and Metered Mail
2. Rental of Warehouse Space
3. General Annual Repairs
4. Supplies and Materials

C. Program Type Changes

1. Legislation

2. Workload

- a. Hazardous Waste Disposal
- b. Funding for Contractual Safety Personnel
- c. Capitol Complex Fire Systems Master Plan
- d. Legislative Branch Warehouse Complex
- e. Training

Calculation of Base	
Staff	Amount (\$000)
181	23,978
	(2,750)
	(28)
181	21,200
1995 Request	
Staff	Amount (\$000)
...	1,098
	94
	46
	55
	240
	160
	24
	108
	59
	12
	300
...	108
	3
	47
	46
	12
...	...
...	1,364
	10
	150
	155
	1,000
	49

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Change by Appropriation
(continued)

I. Adjustments to Base (continued)

- 3 Equipment, Alterations, Maintenance.
 - a. Conservation of Wall Paintings
 - b. Improvements to A/C systems, Senate terraces
 - c. Recondition Various A/C Systems

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

1995 Request	
State	Amount (\$000)
...	646
	136
	160
	350
...	3,216
181	24,416

Schedule D

ARCHITECT OF THE CAPITOL
CAPITOL BUILDINGS

Detailed Analysis of Deferred Staff and Projects by Appropriation

Staff and Projects

Additional Warehouse Space, Senate F/F
 Rental/Maintenance, ADP Equipment
 Safety Engineering Operations/Maintenance
 EMCS Operations/Maintenance
 Renovations to House Press Gallery
 Supplies and Materials, Sanitarian
 Lightning Protection System, House
 and Senate Wings
 Elevator Modernization, Capitol Buildings

Total, Capitol Buildings

Deferred Staff and Projects	
Staff	Projects (\$000)
0	80
0	530
0	10
0	20
0	25
0	1
0	150
0	300
0	1,116

Schedule F

ARCHITECT OF THE CAPITOL
Capitol Buildings
Detailed Analysis of Priority by Appropriation

Calculation of Base	
Staff	Amount (\$000)
Appropriation 1994	181 23,978
Minus: Nonrecurring costs	(2,778)
Budget Base 1995	181 21,200
1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base	
— NONDISCRETIONARY	1,133
- Mandatory Pay and Related Costs	1,086
- Rental of Warehouse Space	47
— CRITICAL	1,791
- Recondition Various A/C Systems	350
- Contractual Support, Safety Engineering and Indoor Air Quality	150
- Conservation of Wall Paintings	136
- Capitol Complex Fire Systems Master Plan	155
- Legislative Branch Warehouse Operations and Maintenance	1,000
— HIGHLY DESIRABLE	280
- Annual Recurring Items	71
- Training	49
- Improvements to A/C System Senate terraces	160
— DESIRABLE	10
- Subsidy for Commuting Costs	10
II. Net Increase/Decrease Requested	3,016
III. Total Appropriation Request 1995	24,416

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ARCHITECT OF THE CAPITOL

Capitol Buildings

Program and Financing (in thousands of dollars)

identification code 01-0105-0-1-301	1993 actual	1994 est.	1995 est.
Program by activities:			
10 00 Total obligations	22,363	30,561	23,434
Financing:			
21 40 Unobligated balance available, start of year	- 12,135	- 11,283	- 4,700
24 40 Unobligated balance available, end of year	11,283	4,700	522
25 00 Unobligated balance expiring	425		
40 00 Budget authority (appropriations)	22,363	22,978	24,476
Relation of obligations to outlays:			
71 00 Total obligations	22,363	30,561	23,434
72 40 Obligated balance, start of year	9,767	7,333	3,756
74 40 Obligated balance, end of year	- 7,333	- 3,756	- 2,535
77 00 Adjustments in expired accounts	- 25		
90 00 Outlays	24,771	24,128	28,553

Object Classification (in thousands of dollars)

identification code 01-0105-0-1-301	1993 actual	1994 est.	1995 est.
Personnel compensation:			
11 1 Full-time permanent	5,538	5,336	5,108
11 3 Other than full-time permanent	183	40	40
11 5 Other personnel compensation	1,257	1,274	1,286
11 9 Total personnel compensation	6,978	7,117	7,154
12 1 Civilian personnel benefits	3,811	4,351	4,474
13 0 Benefits for former personnel	588	500	500
21 0 Travel and transportation of persons	16	-	-
23 2 Rental payments to others	867	896	946
25 1 Consulting services	263		
25 2 Other services	9,171	17,245	14,246
26 0 Supplies and materials	430	455	467
31 0 Equipment	227	196	196
99 9 Total obligations	22,363	30,561	23,434

Personnel Summary

identification code 01-0105-0-1-301	1993 actual	1994 est.	1995 est.
Total compensable workyears:			
1001 Full-time equivalent employment	242	239	237
1005 Full-time equivalent of overtime and holiday hours	23	23	23

(Chair's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.)

ARCHITECT OF THE CAPITOL

CAPITOL BUILDINGS OBJECT CLASSIFICATION [In thousands of dollars]

Item	1993 actual	1994 estimate	1995 estimate
25 1 Consulting services			
Repairs, works of art	72		
Bicentennial of the Capitol Building	4		
Modifications to Power Plant Security System	24		
Capitol-LBTN fiber backbone	31		
Conservation of wall paintings	65		
Retrofit energy efficient lighting system	5		
Renovate Senate restaurant pantry	52		
Total, Consulting services	253		
25 2 Other services			
General annual repairs and alterations	141	105	151
Elevator maintenance and repairs	22	55	55
Annual painting	236	255	255
Maintenance, air-conditioning system	58	45	45
Insect and pest control	5		7
Miscellaneous improvements	204	200	200
Maintenance and rental of office and computer equipment	1,612	1,726	1,726
Substation equipment and repairs	7	15	15
Maintenance and repair, lighting system, grounds and floodlighting dome of Capitol	79	119	119
Repairs, works of art	8	80	80
Conservation of wall paintings		50	136
Installation of office intrusion alarms	48	50	50
Safety engineering operations and maintenance	69	98	109
Exterior pointing and caulking	59	59	59
Display cases in crypt	3	10	10
Asbestos abatement	85	112	112
Construction of Police Explosives Storage Facility			
ity	15		
Maintenance of hydraulic barriers	6	12	12
Telecommunications support, Capitol complex	85	75	75
Bicentennial of the Capitol Building	91	200	
EMCS operations and maintenance	40	42	42
X-Ray Equipment for Ford Building	98		
Modifications to Power Plant Security System	157		
Security system Capitol complex	52	253	
Waste recycling program	13	50	50
Contractual Services for Safety Personnel			150
Capitol Complex Fire Systems Master Plan			155
Capitol-LBTN fiber backbone	183		
Payroll systems improvements	667	670	670
Improve X-Ray Equipment, Senate Post Office, DSOB	30		
Outer Guards, Dome, U.S. Capitol	427	500	
Training	63	49	98
Maintenance of electronics systems, Capitol complex	1,294	1,465	1,465
Replacement of Minton Tile	3	179	
Recondition various air-conditioning units	174	113	115
Alterations to room H-140		300	
Program for energy conservation	5	136	
PCB transformers and cable	317	3,042	1,213
Smoke detection and voice fire alarm system	49	2	
Alterations to Senate Library, fourth floor		53	
House monumental steps, East front	131	2,686	700
Repair fireplace exhaust system		200	
Conservation of wall paintings	1	4	
Renovation to House restaurant kitchen	1,250	441	
Roof repairs, Capitol building	21		
Senate chamber audio system	(8)	9	
Elevator and escalator modernization	192	3	
Retrofit energy efficient lighting system	169	687	3,000
Refinish House and Senate wings interior shutters/lighting	47	110	
Renovate Senate restaurant pantry		348	
Elevator and Escalator Modernization Program	574	826	800
Plumbing renovations, Capitol building	367	693	800
Roof replacement, House side, East front	14	398	
Upgrade Capitol complex x-ray machines		200	200
ADA Requirements		300	300
Improvements to A/C Systems, West Front Terrace			73
Replace & upgrade underground storage tanks		200	200
Statue of Freedom Project	8		
Legislative Branch Warehouse Complex, Ft. Meade			800
Unallotted balance		13	
Total, other services	9,171	17,245	14,047

[CLERK'S NOTE.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Capitol Grounds

Estimate 1995
Summary
Capitol Grounds

Capitol Grounds Summary		Positions	Amount
1994 Appropriation in annual act.....		82	\$ 5,289,000
1994 Nonrecurring Deductions			
1994 Excess Day Cost.....	...		\$ 11,000
Purchase of Street Light Poles.....	...		150,000
Replace Series Street Lighting, N.E. and N.W. Quadrant.....	...		200,000
Total 1994 Nonrecurring Deductions.....	...		(-) 361,000
Total 1995 Base.....	82		\$ 4,928,000
Increases			
Mandatory Items			
January, 1994 Locality Pay Annualization.....	...		\$ 10,000
January, 1994 Wage Rate Annualization.....	...		108,000
January, 1995 Cost of Living Adjustment.....	...		65,000
January, 1995 Locality Pay.....	...		4,000
January, 1995 Wage Rate Increase.....	...		48,000
Within-grades and Other Pay Changes.....	...		21,000
Unfunded Positions and Other Pay Changes.....	...		27,000
Other Personnel Compensation.....	...		51,000
Contribution to Retirement Funds.....	...		28,000
Contribution to Health Benefits Funds.....	...		35,000
Total Mandatory Items.....	...		397,000

Estimate 1995
Summary
Capitol Grounds (continued)

Capitol Grounds
Summary
(continued)

	Positions	Amount	Positions	Amount
<u>Increases (continued)</u>				
<u>Annual Recurring Maintenance</u>				
General Annual Repairs.....	...	\$ 9,000		
Exterior Pointing and Caulking.....	...	30,000		
Disposal of Solid Waste.....	...	40,000		
Training.....	...	9,000		
Total, Annual Recurring Maintenance.....	...			88,000
<u>Nonrecurring Items</u>				
<u>Cyclical Maintenance</u>				
Repairs to Delaware Avenue, S.W.....	...	\$ 312,000		
Total, Cyclical Maintenance.....	...	312,000		
Total Nonrecurring Items.....	...			\$ 312,000
<u>Total Increases</u>	\$ 797,000
<u>Total Estimate for 1995</u>	82		82	\$ 5,125,000

CAPITOL GROUNDS -- (Net Increase for 1995..... \$436,000)

\$ 5,289,000

1994 Appropriation in annual act.....

Deductions - Nonrecurring Items

1994 Excess Day Cost.....	\$ 11,000
Purchase of Street Light Poles.....	150,000
Replace Series Street Lighting, N.E. and N.W. Quadrant.....	200,000
Base for 1994.....	(-) 361,000
	\$ 4,928,000

IncreasesMANDATORY ITEMS

January, 1994 Locality Pay Annualization.....	\$ 10,000
January, 1994 Wage Rate Annualization.....	108,000
January, 1995 Cost of Living Adjustment.....	65,000
January, 1995 Locality Pay.....	4,000
January, 1995 Wage Rate Increase.....	48,000
Within-grades and Other Pay Changes.....	21,000
Unfunded Positions and Other Pay Changes.....	27,000
Other Personnel Compensation.....	51,000
Contribution to Retirement Funds.....	28,000
Contribution to Health Benefits Funds.....	35,000

Total Increase - MANDATORY ITEMS..... \$ 397,000

Estimate 1995
Capitol Grounds

Increases (continued)

Annual Recurring Maintenance

General Annual Repairs Increased from \$31,000 to \$40,000..... \$ 9,000

This allotment provides funding for the routine maintenance and repairs for catch basins, man hole frames and covers, underground sprinkler systems, drain lines and sewers, fountains and pools, and other miscellaneous work. The increase of \$9,000 is requested to meet the rising cost of this work.

Exterior Pointing and Caulking increased from \$22,000 to \$52,000..... \$ 30,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine maintenance to stonework and other masonry throughout the grounds to avoid costly emergency repair work. An inflationary increase of \$12,000 is requested to provide sufficient funds to continue the program at its present level. Additionally, an amount of \$18,000 is requested to perform specific repairs to the exterior pointing and caulking on the House Underground Garages.

Disposal of Solid Waste increased from \$560,000 to \$600,000..... \$ 40,000

This work is performed under contract, and involves the removal of solid waste from various buildings in the Capitol Complex. These include the Capitol, the House and Senate Office Buildings, the Botanic Garden and the Supreme Court Building, funding for which is provided in another appropriation. For fiscal year 1995, an increase of \$40,000 is requested to cover the cost of these services. Based on the present annual contract, an increase of \$40,000 will be required for fiscal year 1995.

Estimate 1995
Capitol Grounds

Increases (continued)

Annual Recurring Maintenance (continued)

Training increased from \$9,000 to \$18,000..... \$ 9,000

In recent years the Architect's Office has responded to recently amended civil rights legislation by sponsoring training, such as prevention of sexual harassment, employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office requires supervisory development training and sponsors basic educational skills training for reading. Programs to respond to agency training needs such as trade apprenticeships and additional supervisory development, are being prepared.

The limited funding available for training is directed almost entirely toward the required training, leaving few resources available for other organizational training needs. Cost increases have also reduced training opportunities. As a result, the Office will have to reduce the availability of basic educational skills training and eliminate trade apprenticeship training being developed. Without an increase in this allotment there will be no monies available for work performance improvement training, technical skills training, or training necessary for implementing or maintaining new programs or technologies.

Because of the unique and high profile environment within which the Office operates, employees must possess a combination of technical and communications skills in order to be effective and productive in supporting the activities of the Congress. Employees must have sufficient technical skills to operate and maintain the equipment the Office is responsible for, and they must have sufficient communications skills to perform their work within the Congressional community in an expedient and appropriate manner.

Estimate 1995
Capitol Grounds
Increases (continued)

Annual Recurring Maintenance (continued)

Training (continued)

These funds are requested to enable the Office to continue its efforts to permit all employees to be trained in their legal rights and responsibilities, as well as to maintain and improve their work performance efficiency.

Total Annual Recurring Maintenance..... \$ 88,000

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Repairs to Delaware Avenue, S.W..... \$ 312,000

The road surface of Delaware Avenue, S.W., between Washington Avenue and C Street, S.W. has deteriorated severely, creating an unsightly and potentially hazardous situation. According to a site investigation, the deterioration is due to settling of the miscellaneous fill under the road bed.

Estimate 1995
Capitol Grounds

Increases (continued)

Cyclical Maintenance (continued)

Repairs to Delaware Avenue, S.W (continued)

Funds in the amount of \$312,000 are requested to excavate the failed fill under the road bed, replacing the fill with a suitable and properly compacted material, and reconstructing the street. The work will be performed under contract. It will be necessary to be able to respond to potential change orders if unforeseen conditions are revealed once the entire area is excavated. Due to the magnitude of the project it is likely that the work will require more than one year to complete. It is therefore requested that these funds be appropriated on a "No Year" basis to assure that the project can proceed without interruption.

Total Cyclical Maintenance..... \$ 312,000

Total Increase - NONRECURRING ITEMS..... \$ 312,000

TOTAL INCREASES..... \$ 797,000

Total Estimate for 1995..... \$ 5,775,000

Estimate 1995
Capitol Grounds

Objectives

This appropriation provides for the care of the Capitol Grounds as defined in the Act of July 31, 1946, as amended by the Acts of October 20, 1967 (40 U.S.C. 193a) and Section 739 of Public Law 93-198 (87 Stat. 825-830) and further amended by Public Law 96-432 (94 Stat. 1851). Approximately 191 acres of lawn areas, sidewalks, streets and roadways comprise the Capitol Grounds. Thousands of trees and shrubs, lawn irrigation systems with approximately 10,000 sprinkler heads, underground sewer and drainage systems, terraces, retaining walls, fountains, and reflecting pools are located on the Capitol Grounds. The grounds forces also maintain the landscaped areas above the two underground House Garages, the House and Senate parking lots, the Taft Memorial, as well as traffic signals, walk lights and demand lights. The care and operation of the grounds' motor and other equipment is performed by mechanics funded in this appropriation.

For many years, the Capitol Grounds comprised only the area lying between Independence Avenue and Constitution Avenue and First Street East and First Street West and totaled 58.8 acres. In 1929-1935, the Capitol Grounds were enlarged by the acquisition and development of the area north of Constitution Avenue, lying between that Avenue and Union Station. This addition of 61.4 acres increased the total area of the Capitol Grounds to 120.2 acres.

With the acquisition in recent years of the Hart Senate Office Building site and the streets added by Public Law 93-198, the streets and sidewalks added by Public Law 96-432, and the transfer of the former GSA Coal Yard, located at 42 Eye Street, S.E., the Capitol Grounds' force now maintains a total of approximately 221 acres.

The Architect performs his duties under authority of the Acts of August 15, 1876 (19 Stat. 147), March 4, 1929 (45 Stat. 1694), and July 31, 1946 (60 Stat. 718), as amended by the Act of October 20, 1967 (81 Stat. 275) and the Act of December 24, 1973 (87 Stat. 825-830). The total authorized strength of the Capitol Grounds staff is 82 positions.

During inclement weather, the Capitol grounds employees are used for such work as repair and sharpening of tools, repair of equipment, cleaning debris from the Capitol, and other miscellaneous cleaning work. They are also used for raking and removing leaves, snow removal, and assisting in preparing for functions, band concerts, parades, unveiling exercises and other Capitol ceremonies, Flag Day exercises, Inaugural Ceremonies, and the like.

Estimate 1995
Capitol Grounds

ITEMS UNDER WHICH NO CHANGES OCCUR

Insect and Pest Control.....	\$ 7,000
Miscellaneous Improvements.....	10,000
Motor Truck and Tractor Repairs.....	15,000
Motor and Hand Mower Repairs.....	6,000
Snow Removal.....	30,000
Waste Paper Disposal.....	180,000
Repairs to Streets, Sidewalks, Curbs, and Other Areas.....	32,000
Maintenance, Taft Memorial.....	5,000
Annual Maintenance and Replacement of Concrete Pavers, Terraces of Capitol.....	20,000
Maintenance of Shuttle Vans.....	9,000
Disposal of Bulk Waste.....	78,000
Maintenance of Manual Bollards and Security Equipment.....	8,000
Supplies and Materials.....	122,000
Equipment: Annual.....	11,000
Replace Sidewalks at Various Locations.....	250,000
Replace Bituminous Paving at Various Locations.....	175,000
Americans with Disabilities Act Requirements (No Year).....	25,000

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93*		FY 94		FY 95		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Capitol Grounds	82	5,109	82	5,289	82	5,725	0	436
Total	82	5,109	82	5,289	82	5,725	0	436
2. Breakdown by Object Class:								
11 Personnel Compensation		2,557		2,666		2,968		302
12 Personnel Benefits		569		668		752		84
13 Benefits to Former Personnel								
21 Travel		1						
22 Transportation of Things								
23 Rent, Communications and Utilities								
24 Printing and Reproduction								
25 Other Services		1,782		1,824		1,872		48
26 Supplies and Materials		98		120		122		2
31 Equipment		99		11		11		0
32 Land and Structures								
42 Insurance Claims and Indemnities		3						
Total		5,109		5,289		5,725		436

* Includes Obligations from Prior Year "No Year" Authority.

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:										
Capitol Grounds		397		79				9	312	797
Total		397		79				9	312	797
2. Breakdown by Object Class:										
11 Personnel Compensation		313								313
12 Personnel Benefits		84								84
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities										
24 Printing and Reproduction										
25 Other Services										
26 Supplies and Materials				79				9	312	400
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		397		79				9	312	797

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Change by Appropriation

Calculation of Base	
Staff	Amount (\$000)
Appropriation, 1994	82
Minus: Nonrecurring costs	5,289
One Less Compensable Day	(350)
Budget Base, 1995	(11)
	82
	4,928
1995 Request	
I. Adjustments to Base	Staff
	Amount (\$000)
A. Mandatory Pay and Related Costs	...
1. Within-grade Salary Advancements	397
2. Unfunded Positions and Other Changes	21
3. Annualization of January 1994 Locality Pay Raise	27
4. January 1994 Wage Rate Annualization	10
5. January 1995 Pay Raise	108
6. January 1995 Locality Pay Raise	65
7. January 1995 Wage Rate Increase	4
8. Other Personnel Compensation	48
9. Contribution to Retirement Funds	51
10. Contribution to Health Benefit Funds	28
B. Price Level Changes	...
1. Disposal of solid waste	79
2. General Annual Repairs	40
3. Exterior Pointing & Caulking	9
C. Program Type Changes	...
1. Legislation	...
2. Workload	...
a. Training	9
	9

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Change by Appropriation
(continued)

I. Adjustments to Base (continued)

3. Equipment, Alterations, Maintenance,
a. Repairs to Delaware Avenue, S.W.

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

1995 Request	
Staff	Amount (\$000)
	312
	312
	797
82	5,725

Schedule D

ARCHITECT OF THE CAPITOL
CAPITOL GROUNDS

Detailed Analysis of Deferred Staff and Projects by Appropriation

Staff and Projects

Gardeners

Total, Capitol Grounds

Deferred Staff and Projects	
Staff	Projects (\$000)
3	102
3	102

Schedule P

ARCHITECT OF THE CAPITOL
Capitol Grounds
Detailed Analysis of Priority by Appropriation

Appropriation, 1994
Minus: Nonrecurring costs
Budget Base, 1995

I. Adjustments to Base

- NONDISCRETIONARY
 - Mandatory Pay and Related Costs
 - Disposal of Solid Waste
- CRITICAL
 - Repairs to Delaware Avenue, SW
- HIGHLY DESIRABLE
 - Training
 - Annual Recurring Items
 - Exterior Pointing and Caulking
- DESIRABLE

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
82	5,289
	(361)
82	4,928
1995 Request	
Staff	Amount (\$000)
...	437
	397
	40
...	312
	312
...	48
	9
	9
	30
...	...
...	797
82	5,725

ARCHITECT OF THE CAPITOL Capitol Grounds

Program and Financing (in thousands of dollars)

Identification code 01-0108-0-1-801	1993 actual	1994 est.	1995 est.
Program by activities:			
10.00 Total obligations	5,109	5,990	5,513
Financing:			
21.40 Unobligated balance available, start of year	- 528	- 701
24.40 Unobligated balance available, end of year	701	212
25.00 Unobligated balance expiring	318
40.00 Budget authority (appropriation)	5,600	5,289	5,725
Relation of obligations to outlays:			
71.00 Total obligations	5,109	5,990	5,513
72.40 Obligated balance, start of year	687	852	1,013
74.40 Obligated balance, end of year	- 852	- 1,013	- 1,077
77.00 Adjustments in expired accounts	6
90.00 Outlays	4,951	5,829	5,449

Object Classification (in thousands of dollars)

Identification code 01-0108-0-1-801	1993 actual	1994 est.	1995 est.
Personnel compensation:			
11.1 Full-time permanent	2,211	2,357	2,582
11.3 Other than full-time permanent	36	17	17
11.5 Other personnel compensation	310	292	369
11.9 Total personnel compensation	2,557	2,666	2,968
12.1 Civilian personnel benefits	569	668	752
21.0 Travel and transportation of persons	1
25.2 Other services	1,781	2,525	1,660
26.0 Supplies and materials	98	120	122
31.0 Equipment	99	11	11
42.0 Insurance claims and indemnities	4
99.9 Total obligations	5,109	5,990	5,513

Personnel Summary

Identification code 01-0108-0-1-801	1993 actual	1994 est.	1995 est.
Total compensable workyears:			
Full-time equivalent employment	84	86	84
Full-time equivalent of overtime and holiday hours	7	7	7

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Capitol Grounds

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1993 actual	1994 estimate	1995 estimate
25.2 Other services:			
General annual repairs	29	31	40
Insect and pest control	2	7	7
Miscellaneous improvements	6	10	10
Exterior pointing and caulking	23	22	52
Motor truck and tractor repairs	15	15	15
Motor and hand mower repairs	6	6	6
Snow removal	7	30	30
Removal of waste paper	132	180	180
Repairs to streets, sidewalks, curbs, and other areas	27	32	32
Maintenance, Taft Memorial		5	5
Repair Balustrade Walls, 1st St., N.W. & S.W.	273		
Annual maintenance, concrete pavers, Capitol terraces	19	20	20
Disposal of solid waste	447	560	600
Maintenance of shuttle vans		11	9
Purchase of street light poles	173	150	
Replace sidewalks at various locations	241	250	250
Disposal of bulk waste	58	78	78
Maintenance of manual bollards and security equipment	4	8	8
Replace bituminous paving at various locations	175	175	175
Tree replacement	73		
Repairs to Olmsted Fountains & Planters	37		
Training	7	9	18
Maintenance of Old Providence Hospital site		71	
Replacement of Maryland and Pennsylvania Avenue walkways	6	11	
Replace street lighting system, N.E. and N.W. quadrants		400	
Replace lighting standards and heads, east and west lawns	3	80	
Modifications street lighting, Capitol complex	18	327	
ADA Requirements		25	25
Repairs to Delaware Avenue, S.W.			100
Unallotted balances		12	
Total, other services	1,781	2,525	1,660

[CLERK'S NOTE.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Senate Office Buildings

Estimate 1995
Summary
Senate Office Buildings

Senate Office Buildings Summary

	Positions	Amount
1994 Appropriation in annual act.....	592	\$ 47,339,000

1994 Nonrecurring Deductions

	Positions	Amount
1994 Excess Day Cost.....	...	\$ 78,000
Exit Door Security/Safety.....	...	100,000
Frequency Inverters for VAV Fans, Hart Building.....	...	93,000
Renovation of Senate Library.....	...	4,900,000
Total 1994 Nonrecurring Deductions.....	...	(-) 5,171,000

Total 1994 Base.....

592	\$ 42,168,000
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Increase

Mandatory Items

January, 1994 Locality Pay Annualization.....	...	\$ 159,000
January, 1994 Wage Rate Annualization.....	...	682,000
January, 1995 Cost of Living Adjustment.....	...	453,000
January, 1995 Locality Pay.....	...	71,000
January, 1995 Wage Rate Increase.....	...	302,000
Within-grades and Other Pay Changes.....	...	399,000
Other Personnel Compensation.....	...	256,000
Contribution to Health Benefits Funds.....	...	236,000
Subsidy for Commuting Costs.....	...	15,000
Total Mandatory Items.....	...	2,573,000

Annual Recurring Maintenance

Lease of Postal Square.....	...	\$ 150,000
Exterior Pointing and Caulking.....	...	16,000
Training.....	...	44,000
Annual Furniture and Furnishings.....	...	400,000
Total Annual Recurring Maintenance.....	...	610,000

Estimate 1995

Summary

Senate Office Buildings (continued)

Senate Office Buildings Summary (continued)		Positions		Amount	
		Positions	Amount	Positions	Amount
Increases (continued)					
Nonrecurring Items					
Cyclical Maintenance					
Modernize Passenger Elevators, Russell Building...	...		\$ 1,400,000		
Modernize Three Freight Elevators, Hart Building...	...		300,000		
Roofing Repairs, Russell and Dirksen Buildings...	...		400,000		
Study and Design, Waterproofing, Senate Garage...	...		75,000		
Replace Steam Condensate Pumps, Dirksen Building...	---		52,000		
Total Cyclical Maintenance.....	---		<u>\$ 2,227,000</u>		
Continuing and Initiating Other Programs					
Holding Cells, Capitol Police Headquarters.....	...		\$ 80,000		
Design New Hart Building Stair/Escalator.....	...		150,000		
Americans with Disabilities Act					
Requirements.....	...		300,000		
Election Year Moving Costs.....	...		954,000		
Alterations to Rm. SR B31B, Capitol Police.....	...		129,000		
Network Operations Center Systems Furniture.....	---		<u>125,000</u>		
Total Continuing and Initiating Other Programs.....	---		<u>\$ 1,738,000</u>		
Total Nonrecurring Items.....					<u>\$ 3,965,000</u>
Total Increases.....					<u>7,168,000</u>
Total Estimate for 1995.....					<u>\$ 49,316,000</u>
				592	

SENATE OFFICE BUILDINGS -- (Net Increase for 1995.....\$1,977,000)

1993 Appropriation in annual act..... \$ 47,339,000

Deductions - Nonrecurring Items

1994 Excess Day Cost.....	\$ 78,000
Exit Door Security/Safety.....	100,000
Frequency Inverters for VAV Fans, Hart Building.....	93,000
Renovation of Senate Library.....	<u>4,900,000</u>
Base for 1994.....	<u>(-) 5,171,000</u>
	\$ 42,168,000

IncreasesMANDATORY ITEMS

January, 1994 Locality Pay Annualization.....	\$ 159,000
January, 1994 Wage Rate Annualization.....	682,000
January, 1995 Cost of Living Adjustment.....	433,000
January, 1995 Locality Pay.....	71,000
January, 1995 Wage Rate Increase.....	302,000
Within-grades and Other Pay Changes.....	399,000
Other Personnel Compensation.....	256,000
Contribution to Health Benefits Funds.....	236,000
Subsidy for Commuting Costs.....	<u>15,000</u>
Total Increase - MANDATORY ITEMS.....	<u>\$2,573,000</u>

Estimate 1995
Senate Office Buildings
Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS
Lease of Postal Square increased from \$7,550,000 to \$7,700,000.....\$ 150,000

Sec. 107 of the fiscal year 1991 Legislative Branch Appropriations Act, P.L. 101-520, provided authority to the Architect of the Capitol to lease approximately 150,000 square feet of space in the City Post Office, known as Postal Square, for use by certain Senate operations. Sec. 107 further provided that funds for such leasing would be appropriated under the "Architect of the Capitol, Senate Office Buildings" appropriation.

An amount of \$7,550,000 was appropriated for leasing costs for fiscal year 1994. For fiscal year 1995, a total amount of \$7,700,000 is requested, an increase of \$150,000 over the amount already in the budget base. The request is based on presently known cost factors, which include the base lease cost increases, the amortization of the GSA Above Standard Building Costs, required by the leasing arrangement between GSA and the Architect of the Capitol, utility costs for services provided outside normal operating hours, and costs necessary to reimburse GSA for work orders.

Exterior Pointing and Caulking increased from \$93,000 to \$109,000.....\$ 16,000

The preventive maintenance program for exterior pointing and caulking was established in fiscal year 1982. The purpose of the program is to provide routine annual maintenance to the exterior stonework and other masonry to avoid costly emergency repair work. To continue the program at its current work level, an increase of \$16,000 is requested, which will cover inflationary increases over the past two years as well as to provide for washing the exteriors of the buildings. This allotment was last increased in fiscal year 1992.

Estimate 1995
Senate Office Buildings

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)
Training increased from \$36,000 to \$80,000..... \$ 44,000

In recent years the Architect's Office has responded to recently amended civil rights legislation by sponsoring training such as prevention of sexual harassment, employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office requires supervisory development training and sponsors basic educational skills training for reading. Programs to respond to agency training needs such as trade apprenticeships and additional supervisory development, are being prepared.

The limited funding available for training is directed almost entirely toward the required training, leaving few resources available for other organizational training needs. Cost increases have also reduced training opportunities. As a result, the Office will have to reduce the availability of basic educational skills training and eliminate trade apprenticeship training being developed. Without an increase in this allotment there will be no monies available for work performance improvement training, technical skills training, or training necessary for implementing or maintaining new programs or technologies.

Because of the unique and high profile environment within which the Office operates, employees must possess a combination of technical and communications skills in order to be effective and productive in supporting the activities of the Congress. Employees must have sufficient technical skills to operate and maintain the equipment the Office is responsible for, and they must have sufficient communications skills to perform their work within the Congressional community in an expedient and appropriate manner.

These funds are requested to enable the Office to continue its efforts to permit all employees to be trained in their legal rights and responsibilities, as well as to maintain and improve their work performance efficiency.

Estimate 1995
Senate Office Buildings
Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Annual Furniture and Furnishings increased from \$425,000 to \$825,000.....	\$ 400,000
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It is requested that the furniture and furnishings allotment be increased by \$400,000 on an annual basis to provide for increased needs in the Senate. Over the past several years, funds have been provided for one time procurements for specialty furniture, to provide for an expanded approved furniture and furnishings list, and an accessories and special allowance policy. It was anticipated that the aforementioned programs would meet the Senate's interim needs for furnishings related to office automation. An additional thrust of the furniture improvement program was to ensure that the furniture items available for issue were in good to excellent condition and that the Architect maintained a current inventory of the approved furniture and furnishings items.

Demands for these items have increased significantly as the Senate has become more and more dependent on computer systems to perform its work. "L" shaped desks are ideal to accommodate a traditional workstation (versus modular) because of the need for staff to have a normal work surface as well as to accommodate a PC, a screen and a keyboard. Ergonomic chairs are being increasingly recommended for staff because of the potential for back strain and fatigue, especially in the context of a large number of sedentary hours of work. Lateral files allow more flexibility in organizing office areas in a time period when work spaces are becoming increasingly crowded with office automation equipment. These items need to be procured in larger quantities to satisfy the Senate's needs. Therefore, an annual increase of \$400,000 is requested.

Total Increase - ANNUAL RECURRING ITEMS.....	\$ 610,000
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Estimate 1995
Senate Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Modernize Passenger Elevators, Russell Building..... \$1,400,000

This request is part of a comprehensive multi year elevator and escalator modernization and addition program designed to improve the vertical transportation systems within the Senate Office Buildings. The program has been designed to create an integrated solution to the most critical vertical transportation problems.

The Russell Senate Office Building has fourteen existing elevators. The elevators were modernized between 1966 and 1978. However, replacement parts are becoming difficult to obtain and the systems are outdated in design and operational efficiency. This request is submitted to provide for the preparation of detailed designs and modernization of all Russell Building elevators. This modernization program will also bring the elevators in the Russell Building into compliance with the Americans with Disabilities Act.

This project complements and will be closely coordinated with other projects for the design, development, and modernization of elevators for the Dirksen Senate Office Building, funding for which was appropriated in fiscal year 1993. Upon completion of this work, all Russell Building elevators will be completely refurbished, modernized, and will utilize state of the art microprocessor dispatching and control systems.

As this work will require more than one year to complete, these funds are requested on a "No Year" basis. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration. This project was requested and denied in the fiscal year 1994 budget.

Estimate 1995
Senate Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Modernize Three Freight Elevators, Hart Building..... \$ 300,000

This request is part of a comprehensive multi year elevator and escalator modernization and addition program designed to improve the vertical transportation system within the Senate Office Buildings. This program has been designed to create an integrated solution to the most critical vertical transportation problems.

The three freight elevators in the Hart Building are critical to the efficient operation of all building activities. Elevator S-1 on the south and S-2 on the north each have rear and front doors to serve Dirksen floor elevations on the west and Hart floor elevations on the east. These units are very large slow speed elevators and are in heavy daily (24 hours per day) use for the movement of trash, furniture, equipment, pallet trucks and other items. S-3 serves the basement level through the third floor, providing exclusive service from the basement Dirksen kitchen to the Central Hearing Facility on the second floor and the third floors of the central wing of the Hart Building.

An electrical fault in S-1 in 1983 caused extensive damage to the control wiring. The central panels were rewired but this system has been very trouble prone ever since that event. In addition, S-2 and S-3 have proven to be very prone to breakdowns. Efforts over the years to make these systems reliable and make improvements have resulted in increased reliability. However, even with increased reliability these units are still not sufficiently reliable in consideration of how vital these units are to the daily operations of the Senate Office Buildings

Estimate 1995
Senate Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Modernize Three Freight Elevators, Hart Building (continued)

Replacement of the current hybrid electronic control and dispatching systems with microprocessor based systems is recommended to enhance reliability and ensure that the basic operating needs of the Senate can be met.

As this work may require more than one year to complete, these funds are requested on a "No Year" basis. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration. This project was requested and denied in the fiscal year 1994 budget.

Roofing Repairs, Russell and Dirksen Buildings..... \$ 400,000

Roof repairs performed during fiscal year 1990, 1991, 1992 allowed the identification of additional major sections of roofing in the Dirksen and Russell Buildings that presently need replacement. Both Dirksen and Russell roofing systems were evaluated in the summer of fiscal year 1993 to determine the extent of additional work needed. Thermographic imaging was used to determine the areas retaining moisture, indicating the need for repair or replacement. This process consists of taking an infrared image of a section of roofing just shortly after the sun goes down. Areas that are moist or water laden tend to remain hotter longer than dry sections resulting in what appear to be hot spots or hot areas. Actual electronic photographs corresponding to each given section of roofing are then compared to the infrared image, allowing the operator to determine the condition of each section of roofing. Test sections have continued to validate the accuracy of this method of analysis.

Based upon these studies, a multi-year project is proposed to begin in fiscal year 1995 to enable the areas identified to be repaired or replaced on a phased basis at an appropriated level of \$400,000 each year for three years. The initial estimate of \$1,200,000 is based on performing the work under

Estimate 1995
Senate Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Roofing Repairs, Russell and Dirksen Buildings (continued)

contract or with the use of contractual or temporary labor. Until actual local bidding experience can be gained it will be difficult to determine the total cost of the program. If the program cannot be accomplished at the rate of \$400,000 per year for three years, the Committee on Appropriations will be notified. As this work will require more than one year to complete, these funds are requested on a "No Year" basis. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration.

Study and Design, Waterproofing Repairs, Senate Garage \$75,000

This project provides for the study of the renovation of the Senate Garage which was constructed in 1933. An inspection of this structure in the summer of 1993 indicated that there are major areas that need to be addressed to ensure that the structure does not deteriorate and to ensure that the facility can safely and properly operate as a parking garage.

The inspection revealed the following deficiencies:

Water penetrates the structure from the overhead park and to ensure that it does not get onto automobiles and cause damage, metal drain pans are used to catch the water and divert it to the floor drains. The waterproofing membrane has failed in many areas.

The stonework has evidence of damage due to the freeze-thaw cycle as evidenced by the physical movement of various stones. Damage is also evidenced by the observation of efflorescence on the faces of the stones.

Zetimate 1995
Senate Office Building

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Study and Design, Waterproofing Repairs, Senate Garage (continued)

The flashing and counter flashing systems have failed in several areas allowing water leakage through the stonework. This has caused staining on the stonework and created a situation where additional damage is caused through the freeze-thaw cycle.

The condensate return system for the building heating system needs replacement; the building exhaust system needs replacing to adequately serve the present needs of the building; and the gas pumps serving this facility need to be replaced.

In summary, this facility needs extensive work. It is requested that \$75,000 be provided in fiscal year 1995 on a "No Year" basis to allow for planning, design alternatives, and cost estimates. Repair work would begin on a phased basis in fiscal year 1996. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration.

Replace Steam Condensate Pumps, Dirksen Building..... \$52,000

Three of the four duplex steam condensate vacuum pump systems installed as part of the construction of the Dirksen Senate Office Building are still in operation. One of the original four systems failed, and it was abandoned and combined with one of the three remaining systems. The remaining three systems are now over 30 years old and have adequately served their intended functions during this period of time. These vacuum pump systems serve all heating systems within the building. While they currently continue to operate, they require an abnormal amount of maintenance and their continued satisfactory operation is questionable. Furthermore, availability of repair parts is poor and expected to become more difficult.

Estimate 1995
Senate Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Steam Condensate Pumps, Dirksen Building (continued)

In order to insure the continued reliable operation of the heating systems within the Dirksen Senate Office Building it is proposed that the three vacuum pump systems be replaced.

It is requested that this project be performed over a two year period with the two smaller duplex steam condensate vacuum pump systems being replaced the first year at a cost of \$52,000. The largest of the units will be replaced in the second year at a reduced cost of \$34,000, which will be left in the budget base.

Russell Building Plumbing Renovations.....(\$550,000)

Funding in the amount of \$550,000 was appropriated to begin this work in fiscal year 1993 and left in the budget base for fiscal year 1994. However, design delays have slowed the renovation process in conjunction with other work on-going and related to the Russell Electrical and Telecommunication Improvements. Additionally, design solutions in the toilet rooms indicate that the originally estimated allowances for replacing existing fixtures were inadequate, especially in light of the need to perform additional work necessary to meet accessibility guidelines brought about by the Americans with Disabilities Act.

As a consequence, it is anticipated that costs will be increased in this project and it is therefore requested that the \$550,000 remain in the base on a "No Year" basis for one additional year.

Total Cyclical Maintenance..... \$ 2,227,000

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Holding Cells, Capitol Police Headquarters..... \$ 80,000

A total of \$80,000 is requested to provide for security measures in the holding cell area of the Capitol Police Headquarters. This request was denied in fiscal years 1992, 1993 and 1994.

When the design for renovation of the Immigration Building for use by the Capitol Police was completed, a cell block and prisoner holding area was provided as part of the scope of services.

However, current police standards for such areas require that alarms, remote cameras and intercom capability within these spaces be provided. A survey was performed by the Security Coordination Team, and the report recommended that in order to meet these standards, certain improvements be provided. These funds are requested to install remote cameras, intercom systems and alarms in the holding cell area of the Police Headquarters.

The Capitol Police Board approved requesting funds in the fiscal year 1993 budget for this project. Approval to request funds in the fiscal year 1993 budget for this project was granted by the Senate Committee on Rules and Administration. It is noted that the United States Capitol Police have requested additional items of a security nature to be included in this project in the prisoner processing area. It is recommended that this be included in this raising the cost from \$75,000 previously requested to \$80,000.

Estimate 1995
Senate Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Design Hart Building Stair/Escalator..... \$ 150,000

This request is part of a comprehensive multi-year elevator and escalator modernization and addition program designed to improve the vertical transportation systems within the Senate Office Buildings. This program was designed to create an integrated solution to the most critical vertical transportation problems. Funds were appropriated in fiscal year 1993 to modernize the passenger elevators in the Dirksen Building as well as to construct a stair in the Dirksen Building from the Ground Floor to the Basement.

Funds in the amount of \$150,000 are requested on a "No Year" basis for the design of new stairs and/or an escalator from the first floor of the Hart Building to the ground floor, and to the subway level in the Basement. In the past, this option has been explored, but physical difficulties in the layout of certain building components and the cost to accommodate a stair around them have been prohibitive. However, it has been determined that solutions exist other than the originally proposed stair, and these must be explored. The new stair may be sufficiently large to provide for escalator transportation, which would be more costly, but more effective in terms of providing critical relief at this major vertical transportation bottleneck in the Hart Building. Construction funds will be requested in fiscal year 1996 for the most logical and cost effective solution to this problem. A preliminary estimate based on conceptual costs is in the \$1,500,000 range.

This project was requested and denied in fiscal years 1993 and 1994. Approval to request funds in the fiscal year 1993 budget for this project was granted from the Senate Committee on Rules and Administration.

Estimate 1995
Senate Office Buildings
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

American with Disabilities Act Requirements..... \$ 300,000

In fiscal year 1994, funds were requested to begin a seven year program to identify and improve accessibility to buildings and services. That request was denied for the Senate Office Buildings, but was funded at a reduced level in other appropriations. For fiscal year 1995, funds are requested on a "No Year" basis at a comparably reduced level for the Senate Office Buildings to proceed with this program.

Priority work proposed for the Senate Office Buildings during fiscal year 1995 will be directed toward building entrances, paths of travel through the buildings, parking garages and toilet rooms. The presently designated "accessible" entrances to the Dirksen and Russell Senate Office Buildings are not sufficient to meet the standards of the ADA and will require modification. In addition, a study should be undertaken to determine the feasibility of modifying the Constitution Avenue and First Street, N.E., entrances to the Dirksen and Russell. Work will be continued in toilet rooms in all three buildings. As priorities are set following the accessibility surveys of the Senate Office Buildings, it may be determined that the configuration of sales and service counters in the cafeterias, coffee shops, post offices, etc., will receive attention in fiscal year 1995. The individual accessibility needs of Members and staff will also be addressed on an as needed basis during the year.

It is thus requested that \$300,000 be appropriated for this program on a "No Year" basis and to allow that amount to remain in the budget base for the duration of the program. Originally, the program was estimated to take seven years, but at the reduced funding level now being requested the program will take much longer. These funds are necessary to provide for materials and labor to design and perform the necessary modifications, as well as to provide for additional assistance from qualified consultants. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration.

Estimate 1995
Senate Office Buildings
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Election Year Moving Costs..... \$954,000

Senate election year moves will commence the first week of January, 1995. In 1993 there were 32 moves. In 1991, moves were scheduled to allow two series of moves to progress throughout the move process. In 1993 at the direction of the Committee on Rules and Administration, the moves were further accelerated and scheduled to allow three moves to be underway at all times.

To accommodate this requirement, additional temporary craftsmen were hired to ensure that the accelerated schedules could be met. In fiscal year 1993 a total of \$500,000 was provided for moves. Further, additional funding of \$359,000 was reprogrammed during the move process to support the temporary workforce. In addition, a great deal of overtime expense was incurred worked by the Senate Superintendent to ensure that moves were completed on time.

In addition to the actual moving process, there are expenses that directly relate to the moves including the accelerated repainting of all public corridors, the upholstering of selected items of furniture, and the updating of electrical panel documentation, even though these items might be accomplished just after completion of the actual physical moves.

It is anticipated that the total number of moves in 1995 may total 24 versus the 1993 total of 32. Based upon the overall expenses incurred in this process in 1993 and the other considerations cited herein, it is recommended that a total of \$954,000 be provided for election year moves in FY 1995. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration.

Estimate 1995
Senate Office Buildings
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Alterations to Room SR - B31-B, Capitol Police..... \$129,000

The Capitol Police were assigned office space in the Russell Building vacated by the Senate photo lab when it moved to Postal Square. The Police requested that the photo lab space be reconfigured to meet police activities and needs. Funds in the amount of \$129,000 are requested to provide for Police officials' offices, a locker room, and a break area. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration.

Network Operations Center Systems Furniture.....\$ 125,000

The Senate Telecommunications Department's Network Operations Center is located at Postal Square. The Department has requested that new systems furniture be provided in order to improve the operational efficiency and protect the resources within the area. Funds in the amount of \$125,000 are requested to provide for these improvements. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the Senate Committee on Rules and Administration.

Total Continuing and Initiating Other Programs.....\$ 1,738,000

Total Increases - NONRECURRING ITEMS.....\$ 3,965,000

TOTAL INCREASES.....7,148,000

Total Estimate for 1995.....\$49,316,000

Objectives

This appropriation provides for the structural, mechanical and domestic care of the three Senate Office Buildings, the operation of the mechanical equipment, and maintenance of the subway transportation systems. The Russell Office Building contains approximately 425 offices and committee rooms, together with storage rooms, shops, electrical transformer station, and subway, and was occupied March 5, 1909, with the exception of the First Street Wing which was added and occupied in 1931-33. The Dirksen Office Building contains approximately 500 offices and committee rooms, together with storage rooms, shops, cafeteria, auditorium and telephone exchange, and was accepted for beneficial occupancy October 15, 1958. The Old Building was designated as the "Richard Brevard Russell Office Building" and the New Building as the "Everett McKinley Dirksen Office Building" by Senate Resolution 296, 92nd Congress, agreed to October 11, 1972. Senate Resolution 295, 96th Congress, made technical changes in the names of the buildings by adding the word "Senate" prior to "Office." Senate Resolution 525, 94th Congress, stipulated that upon completion, the extension to the Dirksen Building be known as the "Philip A. Hart Office Building." S. Res. 295 added "Senate" before "Office."

The 1995 appropriation request also provides for the structural, mechanical, and domestic care of the former Immigration Building located at 119 D Street, N.E., acquired by the Government in April 1974, and domestic care of portions of Postal Square, formerly the City Post Office Building, which was leased beginning in fiscal year 1993. In addition, the Daniel Webster Senate Page Residence was authorized to be acquired by Public Law 102-330, approved August 3, 1992, and so named in accordance with S. Res. 176, which passed the Senate November 24, 1993. These properties are maintained and operated as part of the Senate Office Buildings under authority of Public Laws 93-305, 94-157, 102-330, and Sec. 107 of 101-520.

For 1995, a force of 592 authorized employees is required for the care of the Russell, Hart and Dirksen Senate Office Buildings and their mechanical equipment, which includes such items as the extensive air conditioning and refrigeration systems; 50 elevators, electric fixtures and wiring; legislative bell and buzzer systems; plumbing and piping; and subway systems; one annex building acquired in 1974, operated as part of the Senate Office Buildings facilities; the Senate Garage; and leased space which is operated under the same provisions as if it were a Senate Office Building.

Objectives (continued)

The Architect performs his duties in connection with the Russell Senate Office Building under authority of the Act of June 8, 1942 (56 Stat. 343); in connection with the Dirksen Senate Office Building under authority of the Act of June 25, 1948 (62 Stat. 1029); and in connection with the former Immigration Building, under authority of the Act of June 8, 1974 (88 Stat. 206); in connection with the Hart Senate Office Building under authority of the Act of October 31, 1972 (86 Stat. 1510), in connection with the Senate Garage under authority of Public Law 97-276 (96 Stat. 1186), in connection with leased space at Postal Square under authority of Sec. 107 of Public Law 101-520 (104 Stat. 2254), and in connection with the Daniel Webster Senate Page Residence under authority of Public Law 102-330.

Estimate 1995
Senate Office Buildings

ITEMS UNDER WHICH NO CHANGES OCCUR

General Annual Repairs.....	\$ 109,000
Elevator Repairs and Improvements.....	89,000
Annual Painting.....	250,000
Maintenance, Air Conditioning System.....	124,000
Maintenance and Repairs, Subway System.....	34,000
Insect and Pest Control.....	15,000
Miscellaneous Improvements.....	200,000
Furniture Repairs.....	135,000
Laundry.....	40,000
Ice.....	1,000
Inventory of Furniture and Furnishings.....	80,000
Maintenance of Architectural Surfaces.....	50,000
Asbestos Abatement.....	166,000
Maintain and Repair Senate Restaurant Equipment.....	25,000
Contractual Maintenance of Elevators.....	150,000
Additional Computer System Installation and Power Conditioners.....	350,000
Waste Recycling Program.....	150,000
Supplies and Materials.....	866,000
Annual Rugs and Floor Coverings.....	305,000
Annual Machinery, Tools, and Miscellaneous.....	82,000
Replace and Improve Senate Restaurant Facilities.....	91,000
Modular Furniture and Furnishings, Russell and Dirksen Buildings.....	500,000
Laundry and Uniforms, Senate Restaurants.....	152,000
Miscellaneous Expenses, Senate Restaurants.....	80,000
Supplies and Materials, Senate Restaurants.....	394,000
Installation of Lightning Protection, Senate Office Buildings.....	100,000
Replace Sections of Air Conditioning Systems, Russell Building (No Year).....	600,000
Replace Sections of Air Conditioning Systems, Dirksen Building (No Year).....	650,000
Electrical System Modernization, Russell Building (No Year).....	2,000,000
Renovate Committee Hearing Rooms (No Year).....	1,284,000
Plumbing Renovations, Russell Building (No Year).....	550,000

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Senate Office Buildings	591	48,342	592	47,339	592	49,316	0	1,977
Total	591	48,342	592	47,339	592	49,316	0	1,977
2. Breakdown by Object Class:								
11 Personnel Compensation		18,401		19,728		21,827		2,099
12 Personnel Benefits		4,036		4,792		5,188		396
13 Benefits to Former Personnel								
21 Travel		0		0		0		
22 Transportation of Things		0		0		0		
23 Rent, Communications and Utilities		6,428		7,550		7,700		150
24 Printing and Reproduction				0		0		
25 Other Services		16,315		12,606		11,413		(1,193)
26 Supplies and Materials		1,173		1,260		1,260		0
31 Equipment		1,988		1,403		1,928		525
32 Land and Structures								
42 Insurance Claims and Indemnities		1		0		0		
Total		48,342		47,339		49,316		1,977

* Includes Obligations from Prior Year "No Year" Authority.

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES									
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1 Breakdown by Activity:										
Senate Office Buildings		2,573		166				1,298	3,111	7,148
Total		2,573		166				1,298	3,111	7,148
2 Breakdown by Object Class:										
11 Personnel Compensation		2,177								2,177
12 Personnel Benefits		396								396
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities				150						150
24 Printing and Reproduction										
25 Other Services				16				1,298	2,711	4,025
26 Supplies and Materials									400	400
31 Equipment										
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		2,573		166				1,298	3,111	7,148

Schedule C

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Change by Appropriation

Appropriation, 1994

Minus: Nonrecurring costs

One Less Compensable Day

Budget Base, 1995

Calculation of Base	
Staff	Amount (\$000)
592	47,339
	(5,093)
	(78)
592	42,168
1995 Request	
Staff	Amount (\$000)
...	2,573
	399
	256
	159
	682
	453
	71
	302
	236
	15
B. Price Level Changes	...
	166
	150
	16
C. Program Type Changes	
1. Legislation	...
	...
2. Workload	...
	1,298
a. Training	44
b. ADA Requirements	300
c. Election Year Moving Costs	954
	...
	3,111
3. Equipment, Alterations, Maintenance,	
a. Modernize passenger elevators, RSOB	1,400
b. Modernize 3 freight elevators, HSOB	300

7.23

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Change by Appropriation
(continued)

1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base (continued)	
c. Roofing repairs, RSOB and DSOB	400
d. Holding cells, Capitol police headquarters	80
e. Study and design, waterproofing, Senate Garage	75
f. Replace steam condensate pumps, DSOB	52
g. Alterations to Rm SR-B31B, Capitol Police	129
h. Network Operations Center Systems Furniture	125
i. Design stair/escalator, HSOB	150
j. Annual Furniture and Furnishings	400
II. Net Increase/Decrease Requested	7,148
III. Total Appropriation Request, 1995	592 49,316

7.24

Schedule D

ARCHITECT OF THE CAPITOL
SENATE OFFICE BUILDINGS

Detailed Analysis of Deferred Staff and Projects by Appropriation

Staff and Projects

Clean, Point and Caulk RSOB
Procurement of Furniture and Furnishings
Renovation of Committee Hearing Rooms,
Contractual Chair Reupholstering
Furniture, Accessories and Special Allowances

Total, Senate Office Buildings

Deferred Staff and Projects	
Staff	Projects (\$000)
0	100
0	520
0	200
0	83
0	903

7.25

Schedule P

ARCHITECT OF THE CAPITOL
Senate Office Buildings
Detailed Analysis of Priority by Appropriation

Appropriation, 1994

Minus: Nonrecurring costs

Budget Base, 1995

I. Adjustments to Base

- NONDISCRETIONARY
 - Mandatory Pay and Related Costs
 - Lease of Postal Square
- CRITICAL
 - Election Year Moving Costs
 - ADA Requirements
 - Modernize Passenger Elevators, RSOB
 - Modernize 3 Freight Elevators, HSOB
 - Design stair/escalator, HSOB
 - Roofing repairs, RSOB and DSOB
 - Study and Design, Waterproofing Repairs Senate Garage
- HIGHLY DESIRABLE
 - Annual Recurring Items
 - Training
 - Annual Furniture and Furnishings
- DESIRABLE
 - Subsidy for Commuting Costs
 - Replace Steam Condensate Pumps, DSOB
 - Alterations to Rm SR-B31B, Capitol Police
 - Holding cells, Capitol Police Headquarters
 - Network Operations Center Systems Furniture

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
592	47,339
	(5,171)
592	42,168
1995 Request	
Staff	Amount (\$000)
...	2,708
	2,558
	150
...	3,579
	954
	300
	1,400
	300
	150
	400
	75
...	460
	16
	44
	400
...	401
	15
	52
	129
	80
	125
...	7,148
592	49,316

7.26

ARCHITECT OF THE CAPITOL

House Office Buildings

Estimate 1995
Summary
House Office Buildings

House Office Buildings Summary

	Positions	Amount
1994 Appropriation in annual act.....	764	\$32,287,000
<u>1993 Nonrecurring Deductions</u>		
1994 Excess Pay Cost.....	---	(-) 90,000
Total 1994 Nonrecurring Deductions.....	---	(-) 90,000
Total 1994 Base.....	764	\$ 32,197,000

Increases

Mandatory Items

January, 1994 Locality Pay Annualization.....	\$ 72,000
January, 1994 Wage Rate Annualization.....	885,000
January, 1995 Cost of Living Adjustment.....	511,000
January, 1995 Locality Pay.....	30,000
January, 1995 Wage Rate Increase.....	375,000
Within-grades and Other Pay Changes.....	332,000
Unfunded Positions and Other Pay Changes.....	452,000
Other Personnel Compensation.....	503,000
Contribution to Health Benefits Funds.....	240,000
Contribution to Retirement Funds.....	107,000
Subsidy for Commuting Costs.....	20,000
Total Mandatory Items.....	3,527,000

Estimate 1995
Summary
House Office Buildings (continued)

House Office Buildings
Summary
(continued)

	Positions		Amount	
<u>Increases</u>				
<u>Annual Recurring Maintenance</u>				
Elevator Repairs.....	...	\$	38,000	
Training.....	...		33,000	
Supplies and Materials.....	...		<u>24,000</u>	
Total Annual Recurring Maintenance.....	...			95,000
<u>Nonrecurring Items</u>				
<u>Cyclical Maintenance</u>				
Renovation to Publication Distribution Service, Longworth Building.....	...	\$	437,000	
Structural Study, Cannon Building Garage Floors.....	...		50,000	
Expansion Joint Replacement, Rayburn Building.....	...		150,000	
Modernization of Longworth Toilets and Anterooms.....	...		299,000	

Estimate 1995
Summary
House Office Buildings (continued)

House Office Buildings Summary (continued)		Positions	Amount
		Positions	Amount
<u>Nonrecurring Items (continued)</u>			
<u>Cyclical Maintenance (continued)</u>			
Escalator Modernization, Longworth and Rayburn Buildings.....	\$	580,000	
Elevator Modernization, Longworth Building.....		700,000	
Elevator Modernization, Cannon Building.....		300,000	
Elevator Cab and Control Modernization, O'Neill Building.....		250,000	
Major Elevator Equipment Improvements.....		100,700	
Replace Windows, Cannon Building.....		500,000	
Total Cyclical Maintenance.....		\$ 3,366,000	
<u>Continuing and Initiating Other Programs</u>			
Exit Door Security/Safety.....	\$	100,000	
Election Year Moving Costs.....		464,000	
Modifications to Post Office, Longworth Building.....		62,000	
Renovate Capitol Police Locker Rooms, O'Neill Building.....		223,000	
Total Continuing and Initiating Other Programs.....		\$ 849,000	
Total Nonrecurring Items.....			\$ 4,215,000
<u>Total Increases</u>			
Total Estimate for 1995.....		764	\$ 7,837,000
			\$40,034,000

HOUSE OFFICE BUILDINGS -- (Net Increase for 1995.....\$7,747,000)

1994 Appropriation in annual act..... \$ 32,287,000

Deductions - Nonrecurring Items

1994 Excess Day Cost..... (-) 90,000

Base for 1995..... \$ 32,197,000

IncreasesMANDATORY ITEMS

January, 1994 Locality Pay Annualization.....	\$ 72,000
January, 1994 Wage Rate Annualization.....	885,000
January, 1995 Cost of Living Adjustment.....	511,000
January, 1995 Locality Pay.....	30,000
January, 1995 Wage Rate Increase.....	375,000
Within-grades and Other Pay Changes.....	332,000
Unfunded Positions and Other Pay Changes.....	452,000
Other Personnel Compensation.....	503,000
Contribution to Health Benefits Funds.....	240,000
Contribution to Retirement Funds.....	107,000
Subsidy for Commuting Costs.....	20,000

Total Increase - MANDATORY ITEMS.....\$3,577,000

Estimate 1995
House Office Buildings
Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS
Elevator repairs increased from \$82,000 to \$120,000..... \$ 38,000

It is requested that the allotment for elevator repairs be increased by \$38,000 to keep abreast with the increased costs of labor and materials to maintain proper operation of the elevators and escalators. The age of the present equipment and the heavy traffic that is handled have resulted in an increase in the failure rate of the generators and motors.

Another factor which impacts on the maintenance budget is the increasing frequency of repairs required for solid state controls which were installed over 10 years ago in several buildings to replace the original electro-mechanical controls. Because this relatively new technology can present specialized problems the use of outside consultants has recently been necessary. It is anticipated that this trend will continue to increase as the solid state equipment ages.

This amount is required due to the age of the present equipment and the heavy traffic that is handled, which has resulted in an increase in the failure rate of the generators and motors. Since they are now obsolete and cannot be replaced, the generators and motors must be rewound by outside firms. This outside repair work is very costly, particularly when a priority elevator dedicated to Members' use during roll call votes or quorum calls must be returned to service under emergency conditions.

This allotment provides for the regular annual maintenance and repair of 23 elevators and 1 lift in the Cannon and Longworth Buildings, 30 elevators and 23 escalators in the Rayburn Building, 6 escalators providing access between the Rayburn and Longworth Buildings, 2 elevators and 2 escalators in the Underground Garages in Squares 637 and 691, and 3 elevators in the O'Neill House Office Building and 8 elevators in the Ford House Office Building, and provides for the purchase of such items as cable, minor replacement and repair parts, lubricants, oil, grease, tools, and cleaning fluid

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Training increased from \$37,000 to \$70,000.....\$ 33,000

In recent years the Architect's Office has responded to recently amended civil rights legislation by sponsoring training such as prevention of sexual harassment, employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office requires supervisory development training and sponsors basic educational skills training for reading. Programs to respond to agency training needs such as trade apprenticeships and additional supervisory development, are being prepared.

The limited funding available for training is directed almost entirely toward the required training, leaving few resources available for other organizational training needs. Cost increases have also reduced training opportunities. As a result, the Office will have to reduce the availability of basic educational skills training and eliminate trade apprenticeship training being developed. Without an increase in this allotment there will be no monies available for work performance improvement training, technical skills training, or training necessary for implementing or maintaining new programs or technologies.

Because of the unique and high profile environment within which the Office operates, employees must possess a combination of technical and communications skills in order to be effective and productive in supporting the activities of the Congress. Employees must have sufficient technical skills to operate and maintain the equipment the Office is responsible for, and they must have sufficient communications skills to perform their work within the Congressional community in an expedient and appropriate manner.

These funds are requested to enable the Office to continue its efforts to permit all employees to be trained in their legal rights and responsibilities, as well as to maintain and improve their work performance efficiency.

Estimate 1995
House Office Buildings

Increases (continued)

Supplies and materials increased from \$933,000 to \$957,000..... 24,000

An increase of \$24,000 is requested in order to keep abreast with increased demands as well as increased costs of supplies and materials for maintenance and cleaning of the House Office Buildings. Expenses in this allotment have continued to increase over the last few years.

The Supplies & Materials allotment is used for electrical, carpentry, plumbing and hardware maintenance activities; provides for cleaning supplies, toilet supplies and electric light bulbs and tubes, and provides supplies for Members' services such as plastic glasses, ice buckets, and huck towels.

Increased activities within the buildings have necessitated the need for more frequent cleaning and maintenance schedules, thus requiring additional supplies and materials. In addition, the advancing age of the buildings continues to increase the cost of maintaining the appearance of the buildings, as well as, maintaining the operation of the electrical and plumbing systems. The increase in special functions by the Members also impacts on the quantities of plastic glasses, ice buckets, huck towels, etc. required to meet their needs.

Total Increase - ANNUAL RECURRING ITEMS.....\$ 95,000

Estimate 1995
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Renovation to Publication Distribution Service, Longworth Building.....\$ 437,000

The Publication Distribution Service Division of The Doorkeeper has recently upgraded and expanded its capabilities which included the installation of new equipment. Extensive modifications to the facilities are required to adequately accommodate this equipment and provide a satisfactory work environment for Publications Distribution Service employees. Due to the broad scope of the changes in the Division's function, work is required in most of the areas assigned to the Division.

These funds are requested to perform these renovations. The work will be performed by skilled temporary personnel supervised by in-house staff. The requested funds have been adjusted from previous requests to account for preliminary work which has been completed by in-house forces with maintenance funds. This request also includes funds for areas added to the scope since the original request. This project was requested and denied in fiscal years 1993 and 1994. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission.

Structural Study, Cannon Building Garage Floors.....\$ 50,000

The Cannon Building garage floor slab is deteriorating due to the water and salts which are deposited on the slab by automobiles. Concrete pan construction, and its structural integrity, are dramatically affected by this type of deterioration. There is already visible evidence. Small hairline cracks have allowed water-borne chlorides to penetrate the deck and attack the reinforcing bars. This causes corrosion, oxidation and in turn, expansion generating enough force to cause the concrete to spall and delaminate. This destructive action, if allowed to continue, could lead to severe structural damage.

Estimate 1995

House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Structural Study, Cannon Building Garage Floors (continued)

The recommended method of repair involves the removal of delaminated and spalled areas by sawcutting the damaged area, chipping out the bad concrete with pneumatic hammers and exposing the deteriorated reinforcing bar. Next the reinforcing bar is thoroughly cleaned by either sandblasting or waterblasting and then painted with an anti-corrosion coating. A repair mortar is then poured and finished with a surface coating sealer. In some instances additional floor drains are added to eliminate ponding on the deck produced by snowmelt and rain.

In order to determine the most effective and least costly repair alternatives, as well as make recommendations as to the long term effectiveness of these repairs, it will be necessary to enlist the services of a professional engineering restoration firm who will initiate a condition appraisal of the structure through field survey and prescribed testing. They will develop a systematic approach listing repair alternatives, cost estimates and, finally, construction documents. The initial field survey will identify areas which are in need of immediate repair.

Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission. This project was requested and denied in fiscal years 1993 and 1994.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Expansion Joint Replacement, Rayburn Building.....\$150,000

Water is penetrating into the Rayburn Building through the expansion joint located between the courtyard walls and the main office structure. Sealed joints between stones of the water table have failed and now allow water to enter the wall system. The greatest point of entry is at the bed joint which is lower than the adjacent soil and often is below the level of surface water which is trapped next to the building.

Above the expansion joint is a metal cover which, on the building side, is let into a reglet cast in to the wall and on the opposite side is flashed into the built-up waterproof membrane of the courtyard. A pourable sealer has been applied over the joint cover at a level 3 inches below the top of the courtyard wall. Water, after entering the wall system, ponds up on top of the sealer and eventually migrates downward through points of adhesive failure between sealer and wall. At the joint cover, water is able to work around the metal in the reglet or infiltrate down between the metal joint cover and the membrane.

The consultant that provided recommendations for the repairs of the east courtyard, which was funded in fiscal year 1992, recommended remedial work including the installation of a new elastomeric membrane across the expansion joint at the level of the water table stone bed joint that will allow water to drain out of the wall through weep tubes. It is proposed to use this system to improve the conditions in this new area of leakage.

Estimate 1995
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Expansion Joint Replacement, Rayburn Building (continued)

This condition exists in the center and west courtyards of the Rayburn House Office Building. In fiscal year 1992, \$150,000 was appropriated which allowed the repair of the east courtyard. With this request the west courtyard will be waterproofed in fiscal year 1995. The funds will be left in the budget base for fiscal year 1996 to accommodate the repairs in the center courtyard. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission. This project was requested and denied in fiscal year 1994.

Modernization of Longworth Toilets and Anterooms..... \$ 299,000

In response to a long standing need to maximize the efficient use of existing space within the House Office Buildings, a proposal was developed to convert certain toilet area anterooms to office space

The men's and women's restrooms on the north end of floors four through seven of the Longworth House Office Buildings can be reconfigured to provide additional office space. These anterooms were originally built to provide passageway and lounge areas for the toilet rooms. Present day use patterns indicate that these areas are not utilized at all, and thus the space is available for other, higher priority, uses such as conversion to office space. When the conversion is completed, approximately 300 square feet of usable office space will be achieved on each floor. At the same time, four sets of the restrooms will be renovated to comply with the recent ADA accessibility standards. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission. This project was requested and denied in fiscal year 1994.

Estimate 1995

House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Escalator Modernization, Longworth and Rayburn Buildings..... \$ 580,000

The House Office Buildings have thirty-one escalators all of which have been in service since occupancy of the Rayburn Building beginning in 1964. Since this equipment's installation there have been many industry safety and design improvements. Some changes have been made but substantial control and equipment modification are still required.

Four of the six escalators between the Rayburn and the Longworth Buildings have been modernized. The two remaining escalators were requested to be modernized with reprogrammed funds during fiscal year 1994 due to serious safety concerns. If the reprogramming is not approved, full funding for their replacement is included in this request. The balance of the escalators in the Rayburn Building, twenty three in all, should have their safety features and controls updated. Several of these escalators have suffered a high level of wear and could become hazardous if the situation is ignored. These escalators receive a high level of maintenance but their continued degradation requires attention.

Escalator technology has advanced dramatically in the area of safety and motion sensor and controls since 1958. Escalators have recently been the focus of many litigations involving personal injury and death. The primary factors in most of these incidents were age of the equipment and lack of modern safety sensors.

This request is to support the continued implementation of a phased modernization and improvement program. As stated before, if the two remaining escalators between the Rayburn and Longworth Buildings cannot be replaced with reprogrammed funds, then they will be replaced with funds in this request. The balance would then be used to upgrade five of the remaining 23 escalators in the Rayburn Building. Should

Estimate 1995
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Escalator Modernization, Longworth and Rayburn Buildings (continued)

funds become available during fiscal year 1994 for the replacement of the two remaining Rayburn/Longworth escalators, then an additional six escalators in the Rayburn Building will be upgraded.

Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission. As this program will require more than one year to complete, these funds will be requested on a "No Year" basis. This project was requested and denied in the fiscal year 1994 budget.

Elevator Modernization, Longworth Building..... \$ 700,000

The Longworth House Office Building has eight elevators, four of which are being addressed using funds appropriated in fiscal year 1989. The remaining four are to be modernized with new controllers, cabs, and accompanying equipment modernization. At the same time, the elevators will be updated to accommodate the requirements of the Americans with Disabilities Act. These elevators are heavily used and the increased demands required of them causes severe wear. Modernization of this equipment is essential to maintain the level of safe transport that this equipment has delivered up to this time.

Funds are requested for fiscal year 1995 to complete the Longworth Building elevator modernization program. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission. As this program will require more than one year to complete, these funds will be requested on a "No Year" basis.

Estimate 1995
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Elevator Modernization, Cannon Building..... \$ 300,000

The Cannon House Office Building has fourteen elevators, one of which is being modernized using funds appropriated in fiscal year 1989. Of the remaining thirteen, one is a freight elevator, and the remaining twelve are passenger elevators.

These funds are requested for fiscal year 1995 for modernizing the Cannon Building freight elevator. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission. As this program will require more than one year to complete, these funds will be requested on a "No Year" basis.

Future budget requests will be made for modernizing the twelve passenger elevators with new controllers, cabs, and accompanying equipment modernization. At the same time, the elevators will be updated to accommodate the requirements of the Americans with Disabilities Act. These elevators are heavily used and the increased demands required of them causes severe wear. Modernization of this equipment is essential to maintain the level of safe transport that this equipment has delivered up to this time.

Elevator Cab and Control Modernization, O'Neill Building..... \$ 250,000

The O'Neill House Office Building (Annex No. 1) has three existing elevators (two passenger and one freight). This building services more personnel than was originally planned, causing an excessive demand on the elevators. These units are of sufficient age and operational demand that they require upgrading for safety and operational improvements. These units also need to be modified for accessibility

Estimate 1995

House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Elevator Cab and Control Modernization, O'Neill Building (continued)

to the disabled as required by the Americans with Disabilities Act, which this modernization will accomplish.

This request provides for the required procurement and installation of new elevator cab and hoist equipment in the two passenger elevators which would bring these units up to current safety and standards for the disabled. These funds would remain in the base for an additional year at a reduced level in order to accommodate modernization of the freight elevator during fiscal year 1996.

Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission. As this program will require more than one year to complete, these funds will be requested on a "No Year" basis. This project was requested and denied in the fiscal year 1994 budget.

Major Elevator Equipment Improvements..... \$ 100,000

The House Office Buildings have a total of sixty-eight (68) elevators. These elevators are heavily used and the present demands placed on them causes severe equipment wear. Some of the maintenance of the equipment can be anticipated and steps taken to keep the equipment performing safely and efficiently. However, some operational parameters are more difficult to assess and appraise. One of these is the condition of the electrical equipment such as motor-generator sets, hoist motors and controllers.

In the past when major electrical equipment failed, it would have to be repaired on an unscheduled, crisis basis. As a result, the scheduling of the repairs was severely limited and the cost of repairs

Estimate 1995
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Major Elevator Equipment Improvements (continued)

tended to be more costly since much of the work would had to be performed on weekends and after normal work hours. Recently, a motor testing company was hired to help assess the condition of the hoist motors and motor generator sets. This information is being used as a tool to prioritize the various modernization programs. This tool can also be used to assign an anticipated failure time frame of the major equipment and address the potential failure during a scheduled time frame (optimally during recess periods). Also, when this type of work is scheduled during normal work hours, costs can be reduced. Moreover, the potential exists to negotiate for a group of motors to be renovated further reducing costs. Preventive maintenance of this equipment is essential to maintain the level of safe operation that this equipment has delivered up to this time.

These funds are requested to be appropriated on a "No Year" basis for the next five years, that is, fiscal years 1995 - 1999.

Replace Windows, Cannon Building..... \$ 500,000

The 3,010 window sashes, 200 doors and 149 arched tops in the Cannon House Office Building (all glazed sections) are warped and rotting, and need extensive repair or replacement. Replacement has been chosen because it will be less expensive than repairs given the anticipated longer life expectancy of the new windows. This need is based on the Cannon Window Study, which was funded in the fiscal year 1990 budget at an amount of \$25,000. The cost estimates and scope of work are based on options selected from the consultant's study.

The base project will include removing and replacing all of the elements described above on a priority basis, and replacing 20% of the

Estimate 1995
House Office Buildings

Increase (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Replace Windows, Cannon Building (continued)

existing sills. The remainder of the sills will be treated with epoxy, while all frames, mullions and transoms will be stripped, preserved and repainted. Finally, the new work will be painted. It is proposed to examine the use of double glazed replacement windows or similar treatments for thermal efficiency.

An amount of \$500,000 is requested on a "No Year" basis over the next six years to fund this project. Approval to request funds in the fiscal year 1995 budget for this project has been sought from the House Office Building Commission.

This project has been requested and denied in fiscal years 1992, 1993 and 1994.

Total Cyclical Maintenance..... \$3,366,000

Continuing and Initiating Other Programs

Exit Door Security/Safety.....\$ 100,000

Funds in the amount of \$100,000 are requested on a "No Year" basis to begin the installation of safety devices on entrance and exit doors in the House Office Buildings.

Estimate 1995
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Exit Door Security/Safety (continued)

These funds are requested to initiate a program to provide for alarming entrance and exit doors in the House Office Buildings. These alarms are needed for several reasons. These doors are not manned by a Capitol Police Officer but must still provide for safe egress from buildings in case of fire or other emergency.

The doors are presently locked to maintain security during night hours, holidays and weekends. This results in unsafe conditions in case of a need for emergency exiting of the buildings. The doors must have alarms installed to sound in the event that a door is accidentally (or purposefully) opened. The alarms must also be connected to the Central Alarm System to notify the Capitol Police that a door has been opened.

The requested amount of \$100,000 on a "No Year" basis will provide for the materials necessary to begin the installation of exit hardware and automatic alarms to the Central Alarm System manned by Capitol Police personnel. Approval to request funds for this project has been sought from the House Office Building Commission. Funding for this program was requested and denied in fiscal years 1992, 1993, and 1994.

Estimate 1995
House Office Buildings
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)	
Continuing and Initiating Other Programs (continued)	
Election Year Moving Costs.....	\$464,000

Funding is requested to provide for temporary labor to accommodate an estimated 210 moves due to the election year suite changes.

The extensive time needed to accommodate move requirements would prevent necessary maintenance and cleaning work from being accomplished if existing maintenance forces were used for this purpose. As maintenance and cleaning are very high priority work items, funds are requested to provide for temporary labor for the election year moves.

The estimate is broken down as follows for a single suite move:

<u>Labor Per Move</u>	
<u>Skilled</u>	
Electricians	2 man days
Carpenters	2 man days
Painters	4 man days
	8 man days @ \$26/hr. . . \$1,664
Unskilled	
Laborers	3 man days @ \$12/hr. . . 288
Total Per Move	\$1,952
Total Per Move X 210	409,920
	Round to \$410,000

Additionally, the labor cost of 1.5 man years of architectural support cost has been added to account for the cost of the time spent preparing suite drawings for the moves. The additional \$54,000 brings the total request to \$464,000. Approval to request these funds in the fiscal year 1995 budget has been sought from the House Office Buildings Commission.

Estimate 1995
House Office Buildings

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Modifications to Post Office, Longworth Building..... \$62,000

The Longworth House Office Building Mail Room is a work area in the southwest corner of the basement floor adjacent to the loading dock and is utilized as a mail sorting and distribution point for all mail deliveries in the House Office Buildings. The space has an unfinished concrete slab ceiling with exposed ductwork, piping and suspended fluorescent fixtures.

The Office of the Director Non-Legislative and Financial Services has requested the installation of a new suspended ceiling, a sprinkler system and modifications to the HVAC and electrical systems in order to improve overall conditions.

The postal facility must remain functioning during the construction period; therefore, it will be necessary to phase the project and accomplish the majority of the work at night. The estimated cost of this work is \$62,000. Approval to request these funds in the fiscal year 1995 budget has been granted by the House Office Buildings Commission.

Renovation of Capitol Police Locker Rooms, O'Neill Building.....\$223,000

The U. S. Capitol Police House Division locker room is on the ground floor of the O'Neill House Office Building, formerly the Congressional Hotel. The space currently serves as both a locker room and break room for seventy male police officers/security aids and forty-two female officers.

Estimate 1995
House Office Buildings
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Renovation of Capitol Police Locker Rooms, O'Neill Building (continued)

The area was former hotel space converted, with minor alterations, to a male only locker room and subsequently altered to accommodate female officers. The space has exposed ductwork and an inadequate lighting/electrical system. The new design would expand the women's locker room area to ease overcrowding, provide a lunch break area, add new showers and toilet facilities and replace the original lockers with new space saving lockers. A new suspended acoustic ceiling would be installed in addition to improved HVAC and new lighting/electrical systems.

The estimated cost of performing this work is \$223,000. Approval to request these funds in the fiscal year 1995 budget has been sought from the Capitol Police Board and House Office Building Commission.

Total Continuing and Initiating Other Programs.....	\$ 849,000
Total Increase - NONRECURRING ITEMS.....	<u>4,215,000</u>
TOTAL INCREASES.....	<u>7,837,000</u>
Total Estimate for 1994.....	<u>\$40,034,000</u>

Estimate 1995
House Office Buildings

CANNON, LONGWORTH, RAYBURN, FORD, AND O'NEILL HOUSE OFFICE BUILDINGS,
GARAGES, AND HOUSE ANNEXES

Objectives

This appropriation provides for the structural, mechanical, and domestic care of the Cannon, Longworth, Rayburn, O'Neill and Ford House Office Buildings, Garages, and the House Annexes, the House subways, and the operation of the mechanical equipment. The Cannon and Longworth Buildings each contain approximately 500 office and committee rooms, together with storage rooms, shops, transformer stations, and subways. The Rayburn House Office Building contains approximately 700 office and committee rooms, together with storage rooms, shops, transformer rooms, subways, and other miscellaneous facilities. The old building, known as the Cannon House Office Building, has a 300-car garage in its courtyard; the Longworth House Office Building has a cafeteria in its courtyard; the Rayburn House Office Building has a garage in its substructure accommodating 2,400 vehicles.

The Cannon Building is 86 years old, having been occupied January 10, 1908; the Longworth Building is 61 years old, having been occupied April 20, 1933; general occupancy of Congressional suites in the Rayburn Building commenced in February 1965 and was completed in April 1965. Occupancy of Committee Rooms in the Rayburn Building commenced in March 1965 and was also completed in April 1965. The underground garages in Squares 637 and 691, accommodating 1,300 automobiles and building maintenance shops, were placed in operation in September 1967 and are being operated and maintained under this appropriation under the provisions of existing law.

The O'Neill House Office Building has been remodeled and the remodeled areas have been occupied by House personnel under authority of Section 8 of Public Law 92-313 (86 Stat. 222) approved June 16, 1972. The Ford House Office Building, was made part of the House Office Buildings complex for occupancy by the House, under authority of Public Law 94-6, approved February 28, 1975. The building at 501 First Street, S.E., was acquired for use as a House Office Building pursuant to Public Law 98-367, approved July 17, 1984, and the Additional House Office Building Act of 1955 (69 Stat. 41, 42).

Estimate 1995
House Office Buildings

Objectives (continued)

The total authorized strength for the House Office Buildings staff is 764 positions.

The employees care for the House office buildings and garages and their mechanical equipment, which includes such items as the air conditioning systems with their extensive and complex equipment; 66 elevators, 31 escalators and 1 lift; 1 dumbwaiter, and 2 subway cars and transportation system; electric fixtures and wiring; legislative bell, clock, and buzzer systems; plumbing fixtures and piping.

The Architect performs his duties in connection with buildings under authority of the Acts of March 4, 1907 (34 Stat. 1365), May 28, 1908 (40 U.S.C. 184), April 22, 1955 (40 U.S.C. 175), June 16, 1972 (86 Stat. 222), and February 28, 1975 (89 Stat. 11-12).

Estimate 1995
House Office Buildings

ITEMS UNDER WHICH NO CHANGES OCCUR

General Annual Repairs.....	\$ 203,000
Annual Painting.....	202,000
Maintenance, Air Conditioning System.....	140,000
Maintenance, Subway Transportation System.....	6,000
Insect and Pest Control.....	21,000
Miscellaneous Improvements.....	100,000
Exterior Pointing and Caulking.....	165,000
Maintain and Repair House Restaurant Equipment and Facilities.....	23,000
Roof Preventive Maintenance Program.....	140,000
Asbestos Removal, Replacement and Control.....	150,000
Waste Recycling Program.....	150,000
Annual Equipment.....	176,000
Movable Partitions.....	30,000
Replace/Improve House Restaurant Facilities.....	70,000
Electrical System Renovation, Cannon Building (No Year).....	2,000,000
Americans with Disabilities Act Requirements (No Year).....	400,000

Schedule A

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
House Office Buildings	761	32,362	764	32,287	764	40,034	0	7,747
Total	761	32,362	764	32,287	764	40,034	0	7,747
2. Breakdown by Object Class:								
11 Personnel Compensation		21,373		21,729		24,635		2,906
12 Personnel Benefits		4,755		5,530		6,061		531
13 Benefits to Former Personnel								
21 Travel		0		0		0		
22 Transportation of Things								
23 Rent, Communications and Utilities		7		0		0		
24 Printing and Reproduction								
25 Other Services		5,058		3,819		8,105		4,286
26 Supplies and Materials		931		933		957		24
31 Equipment		234		276		276		0
32 Land and Structures								
42 Insurance Claims and Indemnities		4		0		0		
Total		32,362		32,287		40,034		7,747

* Includes Obligations from Prior Year "No Year" Authority.

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	PROGRAM TYPE CHANGES													
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		DOLLARS STAFF		DOLLARS STAFF	
	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF
1. Breakdown by Activity:														
House Office Buildings	3,527		62				497		3,751				7,837	
Total	3,527		62				497		3,751				7,837	
2. Breakdown by Object Class:														
11 Personnel Compensation	2,996												2,996	
12 Personnel Benefits	531												531	
13 Benefits to Former Personnel														
21 Travel														
22 Transportation of Things														
23 Rent, Communications and Utilities														
24 Printing and Reproduction														
25 Other Services			38				497		3,751				4,286	
26 Supplies and Materials			24										24	
31 Equipment														
32 Land and Structures														
42 Insurance Claims and Indemnities														
Total	3,527		62				497		3,751				7,837	

Schedule C

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Change by Appropriation

Appropriation, 1994

Minus. Nonrecurring costs

One Less Compensable Day

Budget Base, 1995

Calculation of Base	
Staff	Amount (\$000)
764	32,287
	...
	(90)
764	32,197
1995 Request	
Staff	Amount (\$000)
A Mandatory Pay and Related Costs	3,527
1. Within-grade Salary Advancements	332
2. Unfunded Positions and Other Changes	452
3. Annualization of January 1994 Locality Pay Raise	72
4. January 1994 Wage Rate Annualization	885
5. January 1995 Pay Raise	511
6. January 1995 Locality Pay Raise	30
7. January 1995 Wage Rate Increase	375
8. Other Personnel Compensation	503
9. Contribution to Retirement Funds	107
10. Contribution to Health Benefit Funds	240
11. Subsidy for Commuting Costs	20
B Price Level Changes	62
1. Other Services, Repairs and Maintenance	38
2. Supplies and Materials	24
C. Program Type Changes	
1. Legislation	...
2. Workload	497
a. Training	33
b. Election year moving costs	464

Schedule C (continued)

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Change by Appropriation
(continued)

1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base (continued)	
3. Equipment, Alterations, Maintenance,	3,751
a. Structural Study, CHOB Garage Floors	50
b. Escalator modernization	580
c. Elevator Modernization, LHOB	700
d. Elevator Modernization, CHOB	300
e. Elevator Modernization, OHOB	250
f. Major Elevator Equipment Improvements	100
g. Replace Windows, CHOB	500
h. Exit Door Security/Safety	100
i. Expansion joint replacement, RHOB	150
k. Modernization of toilets and anterooms, LHOB	299
l. Renovate Police Locker Rooms, OHOB	223
m. Renovations to publications distribution service	437
n. Modifications to Post Office, Rm 256, LHOB	62
II. Net Increase/Decrease Requested	7,837
III. Total Appropriation Request, 1995	764 40,034

Schedule D

ARCHITECT OF THE CAPITOL
HOUSE OFFICE BUILDINGS

Detailed Analysis of Deferred Staff and Projects by Appropriation

Staff and Projects

Records Management Environmental Controls
Engineering Design, Updgrade FHOB
Basement A/C System
Plumbing Renovations, CHOB
Emergency Power Distribution, CHOB
New Elevators, LHOB
Emergency Power Distribution, LHOB

Total, House Office Buildings

Deferred Staff and Projects	
Staff	Projects (\$000)
0	470
0	75
0	655
0	250
0	6,000
0	580
0	8,030

Schedule P

ARCHITECT OF THE CAPITOL
House Office Buildings
Detailed Analysis of Priority by Appropriation

Appropriation, 1994
Minus: Nonrecurring costs
Budget Base, 1995

I Adjustments to Base

- NONDISCRETIONARY
 - Mandatory Pay and Related Costs
- CRITICAL
 - Escalator Modernization, LHOB & RHOB
 - Elevator Modernization, LHOB
 - Elevator Modernization, CHOB Freight
 - Elevator Modernization, OHOB
 - Major Elevator Equipment Improvements
 - Exit Door Security/Safety
 - Election Year Moving Costs
 - Structural Study, CHOB Garage Floor
 - Replace Windows, CHOB
- HIGHLY DESIRABLE
 - Annual Recurring Items
 - Training
 - Expansion Joint Replacement, RHOB
- DESIRABLE
 - Subsidy for Commuting Costs
 - Modernize Toilets and Anterooms, LHOB
 - Modifications to Post Office, LHOB
 - Renovation to Publication Distribution Service, LHOB
 - Renovate Capitol Police Locker Room, OHOB

II Net Increase/Decrease Requested

III Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
764	32,287
	(90)
764	32,197
1995 Request	
Staff	Amount (\$000)
...	3,507
	3,507
...	3,044
	580
	700
	300
	250
	100
	100
	464
	50
	500
...	245
	62
	33
	150
...	1,041
	20
	299
	62
	437
	223
764	7,837
764	40,034

8.30

ARCHITECT OF THE CAPITOL

House Office Buildings

Program and Financing (in thousands of dollars)

Identification code 01-0127-0-1-801		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations	32,362
Financing:				
21.40	Unobligated balance available, start of year	- 4,959	- 4,502
24.40	Unobligated balance available, end of year	4,502
25.00	Unobligated balance expiring	481
40.00	Budget authority (appropriation)	32,387	32,287	40,034
Relation of obligations to outlays:				
71.00	Total obligations	32,362	36,789	39,304
72.40	Obligated balance, start of year	5,276	3,244	2,092
74.40	Obligated balance, end of year	- 3,244	- 2,092	- 2,857
77.00	Adjustments in expired accounts	- 7
90.00	Outlays	34,387	37,941	38,539

Object Classification (in thousands of dollars)

Identification code 01-0127-0-1-801		1993 actual	1994 est.	1995 est.
Personnel compensation:				
11.1	Full-time permanent	18,179	18,785	20,942
11.3	Other than full-time permanent	106	15	15
11.5	Other personnel compensation	3,088	2,929	3,678
11.9	Total personnel compensation	21,373	21,729	24,635
12.1	Civilian personnel benefits	4,755	5,530	6,061
21.0	Travel and transportation of persons
23.2	Rental payments to others	7
25.1	Consulting services	47
25.2	Other services	5,011	8,321	7,375
26.0	Supplies and materials	930	933	957
31.0	Equipment	234	276	276
42.0	Insurance claims and indemnities	5
99.9	Total obligations	32,362	36,789	39,304

Personnel Summary

Identification code 01-0127-0-1-801		1993 actual	1994 est.	1995 est.
Total compensable workyears:				
1001	Full-time equivalent employment	776	854	841
1005	Full-time equivalent of overtime and holiday hours	52	52	52

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

House Office Buildings

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1993 actual	1994 estimate	1995 estimate
25.1 Consulting services:			
Miscellaneous improvements	12
Office waste recycling program	25
Replace kitchen domestic water heaters, LHOB	10
Total, Consulting services	47
25.2 Other services:			
General annual repairs	213	203	203
Elevator and escalator repairs	137	82	120
Annual painting	165	202	202
Maintenance, air-conditioning system	148	140	140
Maintenance, subway transportation system	3	6	6
Insect and pest control	15	21	21
Miscellaneous improvements	40	100	100
Exterior pointing and caulking	165	165	165
Maintenance and repair, House restaurant equipment	30	23	23
Replace air handling unit cooling coil header piping, RHOB	69
Election year moving cost	313	464
Roof maintenance program	119	140	140
Asbestos removal, replacement and control	135	150	150
Office waste recycling program	42	150	150
Training	32	37	70
Fire protection improvements, Cannon, Longworth, and Rayburn buildings	67
Program for energy conservation, House office buildings	1	286
Longworth electrical and fire protection improvements	642	345
Improve lighting system, committee rooms	336
Replace kitchen domestic water heaters, LHOB	28
Building-wide smoke detection and voice fire alarm system, Cannon House Office Building	19	230
Building-wide smoke detection and voice fire alarm system, Rayburn House Office Building	69	589
Installation of duress alarms	121	134
Renovate House recording studio	5
Electrical systems renovation CHOB	2,063	2,132	1,500
Elevator repair and replace, House office buildings	(297)	301
Design and construction of Courtyard Elevators, CHOB & RHOB	70	8
Emergency generator, HIS Computer Center	260	150
Repair leaks and space renovations, CHOB	134	1,763
Replace Up Escalators, LHOB	298
Alterations to Space of publications distribution Service LHOB	437
Expansion Joint Replacement, RHOB	150
Structural Study, CHOB garage floors	50
Convert Anterooms to Office Space, LHOB	299
Escalator modernization—LHOB Nos. 1-4	600
Elevator modernization, RHOB	500
Elevator modernization, OHOB (2)	250
ADA Requirements	400	400
Refurbishment/replace windows, CHOB	500
Exit Door Security/Safety	100
Modifications to Post Office, Rm 256, LHOB	62
Renovate Police Locker Rooms, OHOB	223
Elevator Modernization—CHOB No. 8 (freight)	250
Major Elevator Equipment Improvements	100
Unallotted balance	133
Total, other services	5,011	8,321	7,375
31.0 Equipment:			
Annual	145	176	176
Movable partitions	25	30	30
Replacements, repairs and improved facilities, House restaurants in House office buildings	64	70	70

ARCHITECT OF THE CAPITOL **Capitol Power Plant**

9..

Estimate 1995 Summary Capitol Power Plant	Capitol Power Plant Summary	Positions	Amount
1994 Appropriation in annual act.....		101	\$ 32,777,000
1994 Estimated reimbursements.....		---	3,200,000
Total Appropriation 1994 and Estimated Reimbursements.....		101	\$ 35,977,000
		Positions	Amount
1994 Nonrecurring Deductions			
1994 Excess Day Cost.....		...	\$ 16,000
Replace Baghouse Filters.....		...	78,000
Retube Condensers on Chillers, West Refrigeration Plant.....		---	240,000
Total 1994 Nonrecurring Deductions.....		---	(-) 334,000
Total 1995 Base.....		101	\$ 35,643,000
Increases			
Mandatory Items			
January, 1994 Locality Pay Annualization.....		...	\$ 9,000
January, 1994 Wage Rate Annualization.....		...	157,000
January, 1995 Cost of Living Adjustment.....		...	88,000
January, 1995 Locality Pay.....		...	3,000
January, 1995 Wage Rate Increase.....		...	68,000
Within-grades and Other Pay Changes.....		...	55,000
Other Personnel Compensation.....		...	40,000
Contribution to Health Benefits Funds.....		---	39,000
Total Mandatory Items.....		...	459,000

Estimate 1995

Summary

Capitol Power Plant (continued)

Capitol Power Plant

Summary

(continued)

	Positions		Amount	
Increases (continued)				
Annual Recurring Maintenance				
Purchase of Electrical Energy.....			\$ 1,429,000	
General Annual Repairs.....			30,000	
Training.....			12,000	
Fuel: Coal.....			282,200	
Fuel: Oil.....			100,000	
Supplies and Materials.....			72,800	
Total Annual Recurring Maintenance.....				1,926,000
Nonrecurring Items				
Cyclical Maintenance				
Renovation of the Steam Plant Elevator.....			\$ 120,000	
Replace Front End Loader.....			100,000	
Total Cyclical Maintenance.....			\$ 220,000	
Continuing and Initiating Other Programs				
Design for Additional Steam Generating Capacity....			\$ 500,000	
East Plant Chiller Conversion.....			1,800,000	
Total Continuing and Initiating Other Programs.....			\$ 2,300,000	
Total Nonrecurring Items.....				\$ 2,520,000
Total Increases.....				<u>4,905,000</u>
Total for 1995.....				<u>\$ 40,548,000</u>
Less Estimated Reimbursements.....				<u>(-) 3,200,000</u>
Total Estimate 1995.....				<u>\$ 37,348,000</u>

CAPITOL POWER PLANT -- (Net Increase for 1995.....\$4,571,000)

1994 Appropriation in annual act.....	\$ 32,777,000
1994 Estimated reimbursements.....	<u>3,200,000</u>
Total Appropriation and Estimated Reimbursements.....	\$ 35,977,000

Deductions - Nonrecurring Items

1994 Excess Day Cost.....	\$ 16,000
Replace Baghouse Filters.....	78,000
Retube Condensers on Chillers, West Refrigeration Plant.....	<u>240,000</u>
Base for 1995.....	(-) 334,000
	\$ 35,643,000

Increase

MANDATORY ITEMS

January, 1994 Locality Pay Annualization.....	\$ 9,000
January, 1994 Wage Rate Annualization.....	157,000
January, 1995 Cost of Living Adjustment.....	88,000
January, 1995 Locality Pay.....	3,000
January, 1995 Wage Rate Increase.....	68,000
Within-grades and Other Pay Changes.....	55,000
Other Personnel Compensation.....	40,000
Contribution to Health Benefits Funds.....	<u>39,000</u>
Total Increase - MANDATORY ITEMS.....	\$ 459,000

Estimate 1995
Capitol Power Plant
Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

Purchase of Electrical Energy increased from \$21,790,000
to \$23,219,000.....\$ 1,429,000

Electrical energy is procured from the Potomac Electric Power Company (PEPCO) at rates approved by the District of Columbia Public Service Commission. Electrical energy has been procured from PEPCO ever since the Power Plant discontinued the generation of electricity at the plant in 1950-1951.

In fiscal year 1993, a total of 327.5 million kilowatt hours (KWH) were purchased from PEPCO at a cost of \$18,887,000. Projections for fiscal year 1994 indicate that an estimated total of 337.8 million KWH will be required at an estimated cost of \$20,971,000. An increase to cover this cost was requested and \$21,790,000 was appropriated for fiscal year 1994. Projections for fiscal year 1995 indicate that a minimum of 348 million KWH will be required at an estimated cost of \$23,219,000, which is \$1,429,000 over the present appropriated allotment. The estimate is based on the following factors.

Consumption of electrical energy in the Capitol complex has been projected to increase at 3% per year based on past experience.

PEPCO has requested a 10.9% rate increase for 1994. The rate increase has been factored as a partial year cost in the fiscal year 1994 projection and a full year cost in fiscal year 1995.

Fuel adjustment charges have also been fluctuating widely over the past several years. A factor of 2% increase has been projected into fiscal year 1995.

If any of these factors should change between the time that this request has been forwarded to the House and Senate Committees on Appropriations and the time of the Appropriations Hearings, the Committees will be notified at the Hearings.

Estimate 1995
Capitol Power Plant

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)	
General annual repairs and alterations increased from \$713,000 to \$743,000.....	\$ 30,000

This allotment provides for general annual repair and maintenance of the power plant buildings including elevators, the extensive mechanical equipment within the plant and the extensive steam and chilled water distribution systems. Basic repairs for such items as steam generators, stokers, ash and coal handling equipment, baghouse filters, refrigeration compressors, cooling towers, and numerous other items of equipment required to furnish steam and chilled water are funded from this allotment. An additional amount of \$30,000 reflects the increased contractual cost of ash disposal for fiscal year 1995.

Training increased from \$12,000 to \$24,000.....	\$ 12,000
---	-----------

In recent years the Architect's Office has responded to recently amended civil rights legislation by sponsoring training such as prevention of sexual harassment, employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office requires supervisory development training and sponsors basic educational skills training for reading. Programs to respond to agency training needs such as trade apprenticeships and additional supervisory development, are being prepared.

The limited funding available for training is directed almost entirely toward the required training, leaving few resources available for other organizational training needs. Cost increases have also reduced training opportunities. As a result, the Office will have to reduce the availability of basic educational skills training and eliminate trade apprenticeship training being developed. Without an increase in this allotment there will be no monies available for work performance improvement training, technical skills training, or training necessary for implementing or maintaining new programs or technologies.

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Training (continued)

Because of the unique and high profile environment within which the Office operates, employees must possess a combination of technical and communications skills in order to be effective and productive in supporting the activities of the Congress. Employees must have sufficient technical skills to operate and maintain the equipment the Office is responsible for, and they must have sufficient communications skills to perform their work within the Congressional community in an expedient and appropriate manner.

These funds are requested to enable the Office to continue its efforts to permit all employees to be trained in their legal rights and responsibilities, as well as to maintain and improve their work performance efficiency.

Fuel: Coal increased from \$3,217,800 to \$3,500,000.....\$ 282,200

In a continuing effort to comply with the regulation for particulate and gaseous emissions established by the various environmental agencies, and at the same time exercise responsibility for national energy concerns, we utilize coal, whenever possible, as the basic fuel to produce steam necessary for heating the various buildings supplied with such service by the plant and in providing hot water and other process operations.

As the Committee has been advised in previous years, coal is purchased through the Federal Bureau of Supply, General Services Administration, under authority of Public Law 152, 81st Congress, as amended. For fiscal year 1995, an allotment of \$3,500,000 is requested for the purchase of 50,000 tons of coal at approximately \$70 per ton, which includes the standard GSA surcharge costs.

Estimate 1995
Capitol Power Plant

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)
Fuel: Oil increased from \$500,000 to \$600,000.....\$ 100,000

As the Committee has been advised in previous years, both oil and coal are purchased through the Federal Bureau of Supply, General Services Administration, under authority of Public Law 152, 81st Congress, as amended.

The oil allotment requested is \$600,000, which will provide an increase to cover the rising cost of oil. The estimated need for fiscal year 1995 is for 600,000 gallons at an average cost of \$1.00 per gallon, which includes standard GSA surcharge costs.

Annual supplies and materials increased from \$434,100 to \$506,900..... \$ 72,800

This allotment provides for miscellaneous annual supplies such as freon gas for refrigeration machines, chemicals for the treatment of water used in the refrigeration and steam generating systems, lubricants for the rotating machinery, lamp replacements and other electrical supplies, cleaning materials, paint, lumber, tools, and other consumable items used each day to keep the plant operating in a safe and satisfactory manner. The requested increase of \$72,800 is to cover the rising cost of refrigerant supplies. The cost has increased at a rapid rate due to regulations restricting their manufacture and use.

Total Increase - ANNUAL RECURRING ITEMS.....\$1,976,000

Estimate 1995
Capitol Power Plant

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Renovation of the Steam Plant Elevator \$ 120,000

The U. S. Capitol Power Plant has two elevators which are located in the steam plant and refrigeration plant, and are 35 and 13 years old, respectively. They have been kept in excellent condition, but have not had any comprehensive upgrades since installation. The elevator in the steam plant is becoming a major problem, primarily due to its age, constant usage and to the lack of available parts. This request is to provide funding for renovation of this elevator. These funds are requested on a "No Year" basis.

Replace Front End Loader..... \$ 100,000

There is a need for replacement of the front end loader that is used primarily in conjunction with coal handling. The present front end loader is a twenty-seven year old 1967 model whose manufacturer is now out of business. As a result, spare parts are becoming increasingly difficult and expensive to obtain. Some spare parts are unavailable. The left steering transmission is not in working order, which means that the loader can be turned only to the right. In order to ensure that coal can be moved from the stockpile to the boilers, it is requested that \$100,000 be provided for the acquisition of a new one.

Total Cyclical Maintenance..... \$ 220,000

Estimate 1995
Capitol Power Plant
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Continuing and Initiating Other Programs

Design of Additional Steam Generating Capacity..... \$ 500,000

Funds in the amount of \$500,000 are requested to continue the design work on the proposed auxiliary boiler addition to the Capitol Power Plant. The addition of an auxiliary steam boiler is the first phase of a future request which will eventually include a co-generation plant. The requested funding will allow for the further development of working plans for the new addition, particularly the architectural, structural and site work required.

Funding in the amount of \$200,000 was appropriated in fiscal year 1989 to study the future needs of the Power Plant. A report was submitted along with recommendations and a conceptual design of future needs. In fiscal year 1991, based on that report, \$750,000 of a total of \$1,000,000 requested was appropriated for the development of preliminary design of a co-generation power plant including a boiler plant capable of providing 150,000 pounds per hour of additional steam capacity to supplement the existing boiler plant.

The most critical need in the near future at the Power Plant will be for more steam. A decision has been made to concentrate the design efforts on a new auxiliary steam boiler plant with a 150,000 pounds per hour capacity. Based on conceptual design efforts, it is estimated that such a boiler plant would cost in the range of \$16,000,000. In order to proceed with this program, \$500,000 is requested to continue the design work.

East Plant Chiller Conversion.....\$ 1,800,000

By 1995, the use of refrigerant CFC-12, (R-12 freon) will be restricted and production will be reduced by approximately 50 percent due to changes in environmental regulations. An evaluation of the chillers at the U. S. Capitol Power Plant has been made for the purpose of refrigerant conversion from CFC-12 to HFC-134a, which is the refrigerant best suited at the present time for substitution.

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

East Plant Chiller Conversion (continued)

The survey of the chillers has revealed that the units will require major modifications to accept the new gas. The modifications will require considerable work including new seals, gaskets, lubricants, rotors, diffuser plates, and gear reducer adjustments. Due to different operating pressures, new and thinner rotors are required to produce smooth operation without surging, or oscillating, throughout the entire operating range. Also included in the total estimate is eddy current testing of the condenser tubes to insure quality. Included in the conversion will be the following items for all chillers: An estimate of cost to repair any existing refrigerant leaks; removal and proper disposal of existing R-12 charge and mineral based compressor oil charge; evacuation and charging of unit with ester based compressor oil and refrigerant 134-a; and start up supervision and labor.

For chillers #1, 1A, 2, 2A, the conversion will include removal of the existing compressor and providing necessary labor and material to install and pipe new compressor utilizing refrigerant 134-a. For chillers 3, 3A, 4, 4A, the conversion will include necessary labor and material to install a new compressor rotor, mating impeller diffuser package, journal and thrust bearings, shaft mounted oil pump and seals in existing compressor housing and necessary labor and material to install a new gear set and journal bearings in existing speed increaser gear housing unit.

Estimate 1995
Capitol Power Plant
Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

East Plant Chiller Conversion (continued)

The total cost estimate of the entire project is \$2,800,000, of which \$1,800,000 is requested in fiscal year 1994 on a "No Year" basis for chillers in the east plant (#1, 1A, 2, 2a). The total estimate is detailed as follows:

Units 1, 1A, 2, & 2A	\$1,450,000
Units 3 & 3A	455,000
Units 4 & 4A	645,000
Eddy current test	111,200
Evaluation study	7,600
Cooling Tower Repair	131,200
Total	\$2,800,000

Total Continuing and Initiating Other Programs..... \$ 2,300,000

Total Increase - NONRECURRING ITEMS..... \$ 2,520,000

TOTAL INCREASES.....

\$ 4,905,000

Total for 1995.....

\$40,548,000

Less Estimated Reimbursements.....

(-) \$ 3,200,000

Total Estimate 1995.....

\$37,348,000

Objectives

This appropriation is for the operation and maintenance of the Capitol Power Plant, which has been in operation since December 1, 1910. It provides heating and air conditioning refrigeration for the Capitol, Senate and House Office Buildings, and Library of Congress Buildings; heat for the United States Botanic Garden; heat and air conditioning for the Senate and House Garages; and steam heat for the Government Printing Office and the Washington City Post Office, and steam heat and air conditioning for the Folger Shakespeare Library, Union Station complex, the U. S. Supreme Court Building, and the Thurgood Marshall Federal Judiciary Building on a reimbursable basis. The Architect of the Capitol performs his duties in connection with the plant under authority of the Act of March 4, 1911 (36 Stat. 1414).

All electrical energy is now being purchased from the local public utility. Approximately one-half of the electrical load at the Capitol Power Plant has been purchased since September 1950, and the remaining one-half load since September 1951 when generation of all electrical energy at the Capitol Power Plant was discontinued. The energy purchased for all buildings and grounds under the jurisdiction of the Architect of the Capitol is now 60-cycle alternating current, having been converted from 25-cycle alternating current during the period 1951 - 1963 under funds allowed for such purpose by Congress.

In addition to heat, air conditioning and electricity, water and sewer services for the Capitol Complex will be paid to the D.C. Government pursuant to P.L. 101-168.

The steam generated by the Capitol Power Plant in fiscal year 1993 was 1,304,737,000 pounds, a 2.6 percent increase over 1992. The steam was supplied to the various buildings served through approximately 3 miles of steam lines. The new steam generators, new tunnel and steam lines, installed under the Capitol Power Plant Changes and Improvements Project, have been in service since 1954. The output of the refrigeration plant in fiscal year 1993 was approximately 88,923,292 ton-hours of refrigeration, a 7.6 increase over 1992.

The total authorized strength for the Capitol Power Plant staff is 101 positions.

Estimate 1995
Capitol Power Plant

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel.....	\$	100
Communication Services.....		1,000
Annual Gas Service.....		640,000
Purchase of Chilled Water from GSA for Ford House Office Building.....		242,000
Purchase of Steam from GSA for Ford House Office Building.....		260,000
Water and Sewer Payments.....		2,129,000
Asbestos Disposal.....		25,000
Exterior Pointing and Caulking.....		30,000
Miscellaneous Improvements.....		50,000
Reinsulate Steam Lines.....		120,000
Retube Three Wickes Boilers (No Year).....		665,000

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Capitol Power Plant	101	33,336	101	32,777	101	37,348		4,571
Total **	101	33,336	101	32,777	101	37,348	0	4,571
2. Breakdown by Object Class:								
11 Personnel Compensation		3,783		3,221		3,596		375
12 Personnel Benefits		784		773		843		70
13 Benefits to Former Personnel								
21 Travel		0		0		0		
22 Transportation of Things								
23 Rent, Communications and Utilities		21,829		23,537		24,970		1,433
24 Printing and Reproduction		0		0		0		
25 Other Services		2,802		1,808		3,956		2,148
26 Supplies and Materials		4,121		3,438		3,883		445
31 Equipment		16		0		100		100
32 Land and Structures								
42 Insurance Claims and Indemnities		1		0		0		
Total **		33,336		32,777		37,348		4,571

* Includes Obligations from Prior Year "No Year" Authority

** Excludes actual reimbursements of \$2,456,787 in FY 1993 and estimated reimbursements of \$3,200,000 in FY 1994 and FY 1995 for furnishing steam and chilled water

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

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CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES					
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:										
Capitol Power Plant		459		1,914						4,905
Total		459		1,914			12	2,520		4,905
2. Breakdown by Object Class:										
11 Personnel Compensation		393								393
12 Personnel Benefits		66								66
13 Benefits to Former Personnel										
21 Travel										
22 Transportation of Things										
23 Rent, Communications and Utilities				1,429						1,429
24 Printing and Reproduction										
25 Other Services				30						2,462
26 Supplies and Materials				455			12	2,420		455
31 Equipment								100		100
32 Land and Structures										
42 Insurance Claims and Indemnities										
Total		459		1,914			12	2,520		4,905

Schedule C

ARCHITECT OF THE CAPITOL
Capitol Power Plant
Detailed Analysis of Change by Appropriation

Appropriation, 1994

Estimated reimbursements

Minus: Nonrecurring costs

One Less Compensable Day

Budget Base, 1995

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. Within-grade Salary Advancements and Other Changes
2. Other Personnel Compensation
3. Annualization of January 1994 Locality Pay Raise
4. January 1994 Wage Rate Annualization
5. January 1995 Pay Raise
6. January 1995 Locality Pay Raise
7. January 1995 Wage Rate Increase
8. Contribution to Health Benefit Funds

B. Price Level Changes

1. Purchase of Electrical Energy
2. General Annual Repairs
3. Supplies and Materials
4. Fuel: Coal and Oil

Calculation of Base	
Staff	Amount (\$000)
101	32,777
	3,200
	(318)
	(16)
101	35,643
1995 Request	
Staff	Amount (\$000)
...	459
	55
	40
	9
	157
	88
	3
	68
	39
...	1,914
	1,429
	30
	73
	382

Schedule C (continued)

Capitol Power Plant
Detailed Analysis of Change by Appropriation
(continued)

1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base (continued)	
C. Program Type Changes	
1. Legislation	...
2. Workload	12
Training	12
3. Equipment, Alterations, Maintenance,	...
a. Renovation of steam plant elevator	120
b. Replacement of front end loader	100
c. Design for Additional Steam Generating Capacity	500
d. East Plant Chiller Conversion	1,800
II. Net Increase/Decrease Requested	4,905
III. Estimated Reimbursement	(3,200)
III. Total Appropriation Request, 1995	101 37,348

Schedule P

ARCHITECT OF THE CAPITOL
Capitol Power Plant
Detailed Analysis of Priority by Appropriation

Calculation of Base	
Staff	Amount (\$000)
Appropriation, 1994	
Estimated reimbursements	32,777
Minus: Nonrecurring costs	3,200
Budget Base, 1995	(334)
	101
	35,643
1995 Request	
Staff	Amount (\$000)
I. Adjustments to Base	
-- NONDISCRETIONARY	1,888
- Mandatory Pay and Related Costs	459
- Electrical energy	1,429
-- CRITICAL	2,285
- Ash disposal	30
- Annual Recurring Items	73
- Fuel: Coal	282
- Fuel: Oil	100
- Conversion of East Refrigerant Plant Chillers to New Type Refrigerant	1,800
-- HIGHLY DESIRABLE	732
- Procure New Front End Loader	100
- Design for Additional Steam Generating Capacity	500
- Elevator Renovations	120
- Training	12
II. Net Increase/Decrease Requested	4,905
III. Estimated Reimbursement	(3,200)
III. Total Appropriation Request, 1995	101
	37,348

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ARCHITECT OF THE CAPITOL

Capitol Power Plant

Program and Financing (in thousands of dollars)

Identification code 01-0133-0-1-801		1993 actual	1994 est.	1995 est.
Program by activities:				
00.01	Direct program: Direct program	30,135	34,418	36,848
01.01	Reimbursable program	3,200	3,200	3,200
10.00	Total obligations	33,335	37,618	40,048
Financing:				
21.40	Unobligated balance available, start of year	-2,133	-1,941	-300
24.40	Unobligated balance available, end of year	1,941	300	800
25.00	Unobligated balance expiring	2,145		
39.00	Budget authority (gross)	35,288	35,977	40,548
Budget authority:				
Current:				
40.00	Appropriation	32,088	32,777	37,348
Permanent:				
68.00	Budget authority (gross): Spending authority from offsetting collections	3,200	3,200	3,200
Relation of obligations to outlays:				
71.00	Total obligations	33,335	37,618	40,048
72.40	Obligated balance, start of year	4,040	3,384	5,017
74.40	Obligated balance, end of year	-3,384	-5,017	-7,218
77.00	Adjustments in expired accounts	-288		
87.00	Outlays (gross)	33,703	35,985	37,847
Adjustments to gross budget authority and outlays:				
Offsetting collections from:				
88.00	Federal funds	-3,062	-3,060	-3,060
88.40	Non-Federal sources	-138	-140	-140
88.90	Total, offsetting collections	-3,200	-3,200	-3,200
89.00	Budget authority (net)	32,088	32,777	37,348
90.00	Outlays (net)	30,503	32,785	34,647

Object Classification (in thousands of dollars)

Identification code 01-0133-0-1-801		1993 actual	1994 est.	1995 est.
Direct obligations:				
Personnel compensation:				
11.1	Full-time permanent	2,780	2,933	3,245
11.3	Other than full-time permanent	34	12	12
11.5	Other personnel compensation	282	276	339
11.9	Total personnel compensation	3,096	3,221	3,596
12.1	Civilian personnel benefits	642	773	843
21.0	Travel and transportation of persons			
23.3	Communications, utilities, and miscellaneous charges	20,369	23,537	24,970
25.2	Other services	2,635	3,449	3,456
26.0	Supplies and materials	3,377	3,438	3,883
31.0	Equipment	16		100
99.0	Subtotal, direct obligations	30,135	34,418	36,848
99.0	Reimbursable obligations	3,200	3,200	3,200
99.9	Total obligations	33,335	37,618	40,048

Personnel Summary

Identification code 01-0133-0-1-801		1993 actual	1994 est.	1995 est.
Direct:				
Total compensable workyears:				
1001	Full-time equivalent employment	103	97	95
1005	Full-time equivalent of overtime and holiday hours	3	3	3
Reimbursable:				
2001	Total compensable workyears. Full-time equivalent employment	23	21	21

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL

Capitol Power Plant

OBJECT CLASSIFICATION

[In thousands of dollars]

Item	1993 actual	1994 estimate	1995 estimate
23.3 Communications, utilities, and miscellaneous charges:			
Communication services	1	1	1
Annual gas	568	640	640
Purchase of electrical energy	18,886	21,790	23,219
Purchase of steam for FHOB	237	260	260
Water and sewer services payment to D.C.	1,911	2,129	2,129
Purchase of chilled water for FHOB	225	242	242
Total, communications, utilities, and miscellaneous charges	21,828	25,062	26,491
25.2 Other services:			
General annual repairs and alterations (includes elevator maintenance)	900	713	743
Miscellaneous improvements	19	50	50
Exterior pointing and caulking	29	30	30
Repair condenser water system, East refrigeration plant	93		
Retube condenser on chillers, West refrigeration plant	220	240	
Install two plant air compressors	160		
One spare rotor for chillers Nos. 5, 5A, 6 or 6A ...	60		
Asbestos disposal	25	25	25
Reinsulate steam lines	122	120	120
Repair manhole, South Capitol St. and Independence Ave.	72		
Replace two steam driven turbines, boilers Nos. 4 and 7	29		
Training	16	12	24
Repairs to vault, Independence Avenue	176		
Repair/update 3 cranes, East refrigeration plant ..	23		
Repairs to pipe tunnel	828	1,146	
Retube three wickes boilers	29	1,001	965
Replace baghouse filters		78	
East refrigeration plant chiller conversion to new type refrigerant			1,000
Elevator modernization—Steam plant			120
Design for additional steam generating capacity ...			500
Unallotted balance		159	
Total, other services	2,801	3,574	3,577
26.0 Supplies and materials:			
Miscellaneous annual supplies	415	434	507
Fuel: Coal	2,801	3,218	3,500
Fuel: Oil	905	500	600
Total, supplies and materials	4,121	4,152	4,607
31.0 Equipment:			
Annual			100
Purchase New Van, Tunnel Shop	16		
Total, equipment	16		100

[CLERK'S NOTE.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL **Library Buildings and Grounds**

Estimate 1995
 Summary
 Library Buildings and Grounds,
 Structural and Mechanical Care

Library Buildings and Grounds, Structural and Mechanical Care

Summary

	Positions	Amount
1994 Appropriation in annual act.....	136	\$ 9,974,000
Transfer from "Library of Congress, Furniture and Furnishings", Public Law 103-69.....	...	593,000
Transfer from "Architect of the Capitol, Capitol Complex Security Systems", Public Law 103-69.....	...	600,000
Revised Appropriation, 1994.....	136	\$11,167,000

1994 Nonrecurring Deductions

	Positions	Amount
1994 Excess Pay Cost.....	...	\$ 21,000
Modifications to Existing Security System, Madison Building.....	...	150,000
Tenant Improvements, St. Cecilia's.....	...	500,000
Renovation and Restoration of the Jefferson and Adams Buildings.....	...	593,000
Replace Thomas Jefferson Building Roof.....	...	600,000
Total 1994 Nonrecurring Deductions.....	...	\$(-)1,864,000

Total 1995 Base..... 136 \$ 9,303,000

Increases

Mandatory Items

January, 1994 Locality Pay Annualization.....	...	\$ 19,000
January, 1994 Wage Rate Annualization.....	...	231,000
January, 1995 Cost of Living Adjustment.....	...	130,000
January, 1995 Locality Pay.....	...	8,000
January, 1995 Wage Rate Increase.....	...	101,000
Within-grades and Other Pay Changes.....	...	47,000
Unfunded Positions and Other Pay Changes.....	...	89,000
Other Personnel Compensation.....	...	26,000
Contribution to Health Benefits Funds.....	...	56,000
Total Mandatory Items.....	...	707,000

Estimate 1995

Summary

Library Buildings and Grounds,
Structural and Mechanical Care (continued)Library Buildings and Grounds, Structural and Mechanical Care
Summary
(continued)

	Positions	Amount	Positions	Amount
<u>Increases (continued)</u>				
<u>Annual Recurring Maintenance</u>				
General Annual Repairs.....	..	\$ 25,000		
Miscellaneous Improvements.....	..	50,000		
Exterior Pointing and Caulking.....	..	90,000		
Training.....	..	17,000		
Supplies and Materials.....	..	13,000		
Total Annual Recurring Maintenance.....	..	195,000		
<u>Nonrecurring Items</u>				
<u>Cyclical Maintenance</u>				
Analysis and Design, Electronic Book Conveyor Systems.....	..	\$ 100,000		
Replace Carrier System Roller Bearings.....	..	80,000		
Elevator Modernization, Madison Building.....	..	250,000		
Total Cyclical Maintenance.....	..	\$ 430,000		
<u>Continuing and Initiating Other Programs</u>				
Library Parking Area Security Improvements.....	..	\$ 150,000		
Total Continuing and Initiating Other Programs.....	..	\$ 150,000		
Total Nonrecurring Items.....	..	\$ 580,000		
<u>Total Increases</u>	\$ 1,482,000		
<u>Total Estimate for 1995</u>	136	\$ 10,785,000		

LIBRARY BUILDINGS AND GROUNDS, STRUCTURAL AND MECHANICAL CARE - (Net Decrease for 1995.....(-)\$382,000)

1994 Appropriation in annual act.....	
Transfer from "Library of Congress, Furniture and Furnishings", Public Law 103-69.....	\$ 9,974,000
Transfer from "Architect of the Capitol, Capitol Complex Security Systems", Public Law 103-69.....	593,000
Revised Appropriation, 1994.....	<u>600,000</u>
	\$ 11,167,000

Deductions - Nonrecurring Items

1994 Excess Day Cost.....	\$ 21,000
Tenant Improvements, St. Cecilia's.....	500,000
Modifications to Existing Security System, JMWAA.....	150,000
Renovation and Restoration of the Jefferson and Adams Buildings.....	593,000
Replace Thomas Jefferson Building Roof.....	<u>600,000</u>
	(-) 1,864,000
Base for 1995.....	\$ 9,303,000

Increases

MANDATORY ITEMS

January, 1994 Locality Pay Annualization.....	\$ 19,000
January, 1994 Wage Rate Annualization.....	231,000
January, 1995 Cost of Living Adjustment.....	130,000
January, 1995 Locality Pay.....	8,000
January, 1995 Wage Rate Increase.....	101,000
Within-grades and Other Pay Changes.....	47,000
Unfunded Positions and Other Pay Changes.....	89,000
Other Personnel Compensation.....	26,000
Contribution to Health Benefits Funds.....	<u>56,000</u>
Total Increase - MANDATORY ITEMS.....	\$ 707,000

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS

General Annual Repairs increased from \$75,000 to \$100,000..... \$ 25,000

An increase of \$25,000 is requested for fiscal year 1995 to cover the projected costs of materials required for miscellaneous annual repairs to the James Madison Memorial Building, Thomas Jefferson Building and John Adams Building. The allotment provides for the general structural and mechanical care and repair of the Library buildings. Since the Restoration and Renovation of the Jefferson and Adams Buildings will be completed, both buildings will be fully occupied. It will be necessary to be able to provide maintenance services to the entire area of both buildings. For the past several years, only half of the two buildings have been maintained since the other half has been undergoing renovation work.

Miscellaneous Improvements increased from \$100,000 to \$150,000..... \$ 50,000

For fiscal year 1995, an increase of \$50,000 is requested for the "Miscellaneous Improvements" account for the Structural and Mechanical Care of the Library Buildings and Grounds. The ability to perform necessary but unscheduled maintenance and small renovation projects made at the request of the Library has been hampered by not having this account increased. The \$50,000 increase will provide funding to allow for anticipated needs to be taken care of by the Architect. This increase was denied in fiscal years 1992, 1993 and 1994.

Exterior Pointing and Caulking increased from \$60,000 to \$150,000..... \$ 90,000

The requested increase of \$90,000 is to provide for the ongoing pointing and caulking program for the Library Buildings, as well as to begin a focused six-year effort on the Jefferson Building. The purpose of the ongoing program is to provide routine annual maintenance to the exterior stonework and other masonry to avoid costly emergency repair work.

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Exterior Pointing and Caulking (continued)

Work required on the Jefferson Building includes repair and repointing of water table ledges (\$300,000), masonry joints (\$150,000), brick elevator penthouses (\$50,000), granite walks and balustrades at the Dome (\$100,000), granite window stones (\$100,000), and the white glazed brick in the courtyards (\$100,000). This program is similar to the recently completed recaulking of the Madison Building, which took place over a several year period.

Due to the uncertain nature of weather patterns, the program may require more than six years to complete. If schedule slippages occur due to excess inclement weather, the program will be extended.

Training increased from \$17,000 to \$34,000..... \$ 17,000

In recent years the Architect's Office has responded to recently amended civil rights legislation by sponsoring training such as prevention of sexual harassment, employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office requires supervisory development training and sponsors basic educational skills training for reading. Programs to respond to agency training needs such as trade apprenticeships and additional supervisory development, are being prepared.

The limited funding available for training is directed almost entirely toward the required training, leaving few resources available for other organizational training needs. Cost increases have also reduced training opportunities. As a result, the Office will have to reduce the availability of basic educational skills training and eliminate trade apprenticeship training being developed. Without an increase in this allotment there will be no monies available for work performance improvement training, technical skills training, or training necessary for implementing or maintaining new programs or technologies.

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Training (continued)

Because of the unique and high profile environment within which the Office operates, employees must possess a combination of technical and communications skills in order to be effective and productive in supporting the activities of the Congress. Employees must have sufficient technical skills to operate and maintain the equipment the Office is responsible for, and they must have sufficient communications skills to perform their work within the Congressional community in an expedient and appropriate manner.

These funds are requested to enable the Office to continue its efforts to permit all employees to be trained in their legal rights and responsibilities, as well as to maintain and improve their work performance efficiency.

Supplies and Materials increased from \$499,000 to \$512,000 \$ 13,000

This allotment provides for the general procurement of electrical, plumbing, carpentry, sheet metal, paint, gasoline and oil, and miscellaneous materials, including fluorescent tubes and incandescent lamps, for the Library of Congress buildings. An increase of \$13,000 is requested to meet the rising cost of these items.

Total Increase - ANNUAL RECURRING ITEMS \$ 195,000

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance

Analysis and Design, Electronic Book Conveyor Systems..... \$ 100,000

Funding has been requested for the past three fiscal years for the replacement of the Book Conveyor System control stations in the Madison, Jefferson and Adams Buildings. None of the control stations are supported by their respective manufacturers. Since the time of the original request in fiscal year 1992, the manufacturer of the computers that control the book conveyor systems in the Madison Building has discontinued its support of the systems.

These funds are requested on a "No Year" basis to provide for the analysis of alternatives and design of a solution for replacing the computer controls, individual station control panels and the integration of the two separate control systems for the Jefferson and Adams Buildings to provide a single control system for all three buildings. This arrangement would eliminate the need for the existing manual transfer of materials from the Adams and Madison Buildings into the delivery system for the Jefferson Buildings bookstacks. This arrangement will require some modification to the existing mechanical transfer equipment located in the Jefferson Building. The existing systems will be fully analyzed and a report will be provided on the status of all system components. The report will also provide repair and replacement options, as well as cost estimates. These estimates will be used as the basis for a budget request in fiscal year 1996.

This project is now considered to be the most critical need at the Library. If the book conveyor system should fail, then retrieving and reshelving books would have to be performed manually. In addition to the lengthy time involved in manual operations, the Library is not staffed to perform this task manually. Therefore, in order to assure continuous operation of the Library's book conveyor systems over the long term, these funds are requested to prepare viable alternatives and solutions.

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS

Cyclical Maintenance (continued)

Replace Carrier System Roller Bearings..... \$ 80,000

A major portion of the Library of Congress box book carrier system consists of a series of conveyor belts that are supported and driven by steel rollers. The system which interconnects the three Library Buildings has been in operation since 1978.

This portion of the system has approximately 20,000 rollers that are support by oil impregnated wooden bearings. These bearings have proven to be a faulty part of the conveyor system due to dust and lint that is generated from the conveyor belts. Due to these environmental conditions, the wood bearings become clogged, causing loud squeaking sounds or becoming frozen. When this happens, the bearings either stop, or burn the conveyor belts.

Various types of bearings have been tested over the past several years to find a suitable replacement. The use of sealed roller bearings has proven to provide the most reliable service and is impervious to the environmental conditions caused by the belts.

The estimated cost for the replacement of the 20,000 rollers was originally \$180,000. During fiscal year 1992, an amount of \$99,000 was reprogrammed from unobligated funds that had been appropriated for design of the replacement of the Jefferson Building Roof.

Therefore, \$80,000 is requested in fiscal year 1995 to completely fund the project. Funding for this project was requested and denied in the fiscal year 1994 budget.

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Elevator Modernization, Madison Building..... \$ 250,000

The Library of Congress James Madison Building has eighteen existing passenger elevators, two freight elevators and one hydraulic lift elevator. The hydraulic lift does not require modernization at this time. These elevators were put into service in 1979 and have not had any comprehensive upgrades since then. In addition to recommended safety upgrades and modifications to accommodate provisions of the American with Disabilities Act, all the elevators will be monitored from the elevator shop and the Supervising Engineer's Office.

The funds requested for fiscal year 1995 are to replace the controller for the four elevators in "E" bank, which is located in the central core of the building. The amount requested is requested on a "No Year" basis as this will be a multi year program. These funds will also be left in the budget base at the reduced level of \$125,000 for fiscal years 1996 and 1997 on a "No Year" basis. In fiscal year 1998, that amount will be increased to \$150,000 to complete the elevator modernization. The estimated total cost is \$650,000. This project was requested and denied in the fiscal year 1994 budget.

Total Cyclical Maintenance.....

\$ 430,000

Estimate 1995

Library Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Library Parking Area Security Improvements..... \$ 150,000

The Librarian of Congress has again requested that the Architect provide electronic measures for safe and secure facilities for the staff as well as its collections. The need to control and maintain safe and secure spaces for persons and materials entering and leaving Library facilities cannot be adequately accomplished through only the use of security personnel. The safety issues include improving the safety to Library personnel and visitors walking to and from their cars, improving the building entrance security by establishing card reader entry points, and supplementing the existing Library Police with electronic security devices rather than additional personnel.

To improve security of the Library parking areas, it is proposed that the existing security system available to the Library be expanded to accommodate the following improvements.

Installation of a card reader and security gate at the entrance to the John Adams Building Parking Garage will improve entrance security at that location. Installation of a card reader and security gates at the entrance and exit of the parking lot located on the East Side of the Thomas Jefferson Building will improve safety and security at that location.

Estimate 1995
Library of Congress Buildings and Grounds,
Structural and Mechanical Care

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs (continued)

Library Parking Area Security Improvements (continued)

Card readers and associated cabling, as well as electronic gates, will be required to provide the coverage requested above. The security improvements will be coordinated with the report that was directed to be made by the Conference Report (H. Rept. 103-210) accompanying H.R. 2348, the Legislative Branch Appropriations bill, 1994. Funds in the amount of \$150,000 are therefore requested to implement the improved security measures desired by the Librarian.

This project was requested and denied in the fiscal year 1994 budget.

Total Continuing and Initiating Other Programs	<u>\$ 150,000</u>
Total Increase - NONRECURRING ITEMS	<u>\$ 580,000</u>
TOTAL INCREASES	<u>\$ 1,482,000</u>
Total Estimate for 1995	<u>\$10,785,000</u>

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

Objectives

The Library appropriation under the Architect of the Capitol provides for the structural and mechanical care of the Jefferson, Adams, and Madison Library of Congress Buildings, as well as the Special Facilities Center, the operation of mechanical equipment and care of the grounds. The Architect performs such duties in connection with the Library Buildings and Grounds under the provisions of the Act of June 29, 1922 (42 Stat. 715), as amended, and the Madison Building commencing in fiscal year 1979 under the provisions of the Act of October 19, 1965 (79 Stat. 987).

A regular force of 136 employees is requested for 1995, for the structural and mechanical care of these three buildings and the care of the grounds.

The three library buildings contain approximately 81 acres of floor area; are equipped with bookstacks and shelving containing Library collections totaling approximately 90 million items, consisting of books and pamphlets, manuscripts, and miscellaneous items, such as maps, reels of microfilm and motion pictures, volumes and pieces of music, photographs, prints, unbound newspapers, etc.; contain reading rooms, studies, office and other rooms, shops and storage space; and are equipped with extensive mechanical equipment, such as refrigeration plant and air conditioning systems in the three library buildings with their related equipment; electrical substation and transformer stations with their switchboards, switchgear, transformers and related equipment; 51 elevators including 1 sidewalk elevator, 6 dumbwaiters, 4 lifts and 4 escalators; innumerable electrical fixtures and wiring; plumbing fixtures and piping; pneumatic tubes and automatic bookcarriers.

The total authorized strength for the Library of Congress Structural and Mechanical Care staff is 136 positions.

Estimate 1995
Library Buildings and Grounds,
Structural and Mechanical Care

ITEMS UNDER WHICH NO CHANGES OCCUR

Elevator Repairs and Improvements.....	\$ 43,000
Maintenance of Air Conditioning System.....	234,000
Clean Air Distribution Duct System, Jefferson and Adams Buildings.....	100,000
Asbestos Abatement.....	142,000
Roof Maintenance.....	20,000
Frequency Inverters for VAV Fans, Madison Building.....	150,000
Lease of Van for Library Special Facilities Center.....	4,000
Annual Equipment, Material Handling and Cleaning.....	35,000
Tools, Library Special Facilities Center.....	55,000
Care of Grounds.....	2,000
Snow Removal.....	20,000
Elevator Modernization, John Adams Building (No Year).....	5,000
Connect and Replace Electromechanical Control System with Hill-wide EMCS, Madison Building (No Year).....	360,000
Americans with Disabilities Act Requirements (No Year).....	281,000
	200,000

ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

785

CATEGORIES	FY 93* ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		NET CHANGE 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Library Buildings and Grounds, Structural and Mechanical Care	136	13,268	136	11,167	136	10,785	0	(382)
Total	136	13,268	136	11,167	136	10,785	0	(382)
2. Breakdown by Object Class:								
11 Personnel Compensation		5,696		5,756		6,352		596
12 Personnel Benefits		1,002		1,166		1,256		90
13 Benefits to Former Personnel		0		0		0		
21 Travel		0		0		0		
22 Transportation of Things		0		0		0		
23 Rent, Communications and Utilities		0		0		0		
24 Printing and Reproduction		0		0		0		
25 Other Services		5,982		3,629		2,548		(1,081)
26 Supplies and Materials		478		499		512		13
31 Equipment		89		92		92		0
32 Land and Structures		21		25		25		0
42 Insurance Claims and Indemnities		0		0		0		0
Total		13,268		11,167		10,785		(382)

• Includes Obligations from Prior Year "No Year" Authority

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

786

CATEGORIES	PROGRAM TYPE CHANGES													
	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION				WORKLOAD				EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	
					DOLLARS STAFF		DOLLARS STAFF		DOLLARS STAFF		DOLLARS STAFF		DOLLARS STAFF	
1. Breakdown by Activity:														
Library Buildings and Grounds, Structural and Mechanical Care			707		128								580	1,482
Total			707		128								580	1,482
2. Breakdown by Object Class:														
11 Personnel Compensation			617											617
12 Personnel Benefits			90											90
13 Benefits to Former Personnel														
21 Travel														
22 Transportation of Things														
23 Rent, Communications and Utilities														
24 Printing and Reproduction														
25 Other Services														
26 Supplies and Materials					115							67	580	762
31 Equipment					13									13
32 Land and Structures														
42 Insurance Claims and Indemnities														
Total			707		128							67	580	1,482

Schedule C

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation

Appropriation, 1994

Transfer In: Restoration & Renovations Project
Roof Replacement, TJB

Minus: Nonrecurring costs
One Less Compensable Day
Budget Base, 1995

Calculation of Base	
Staff	Amount (\$000)
136	9,974
	593
	600
	(1,843)
	(21)
136	9,303
1995 Request	
Staff	Amount (\$000)
...	707
	47
	89
	19
	231
	130
	8
	101
	26
	56
...	128
	25
	90
	13
...	...

I. Adjustments to Base

A. Mandatory Pay and Related Costs

1. Within-grade Salary Advancements
2. Unfunded Positions and Other Changes
3. Annualization of January 1994 Locality Pay Raise
4. January 1994 Wage Rate Annualization
5. January 1995 Pay Raise
6. January 1995 Locality Pay Raise
7. January 1995 Wage Rate Increase
8. Other Personnel Compensation
9. Contribution to Health Benefit Funds

B. Price Level Changes

1. General Annual Repairs
2. Exterior Pointing and Caulking
3. Supplies and Materials

C. Program Type Changes

1. Legislation

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Change by Appropriation
(continued)

I. Adjustments to Base (continued)

2. Workload

- a. Training
- b. Miscellaneous improvements

3. Equipment, Alterations, Maintenance,

- a. Electronic Book Conveyor System ,
Analysis and Design
- b. Library parking area security improvements
- c. Replace Carrier System Roller Bearings
- d. Elevator Modernization, JMMB

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

1995 Request	
Staff	Amount (\$000)
...	67
	17
	50
...	580
	100
	150
	80
	250
...	1,482
136	10,785

Schedule D

ARCHITECT OF THE CAPITOL
LIBRARY BUILDINGS AND GROUNDS
Detailed Analysis of Deferred Staff and Projects by Appropriation

Staff and Projects

Replace Book Carrier System Controls
 Upgrade Capitol Pneumatic Tube
 Classified Vault for Manuscripts
 Replace Unsafe Sidewalks, TJB & JAB
 Install Book Stack Lighting Controls
 Escalator Modernization, JMMB
 Elevator Modernization, TJB
 New Elevators, JMMB
 Renovations to Special Facilities Center

Total, Library Buildings and Grounds

Deferred Staff and Projects	
Staff	Projects (\$000)
0	1,500
0	50
0	50
0	500
0	290
0	60
0	360
0	350
0	4,000
0	7,160

Schedule P

ARCHITECT OF THE CAPITOL
Library Buildings and Grounds
Detailed Analysis of Priority by Appropriation

Appropriation, 1994
Minus: Nonrecurring costs
Budget Base, 1995

I. Adjustments to Base

- NONDISCRETIONARY
 - Mandatory Pay and Related Costs
- CRITICAL
 - Analysis and Design, Electronic Book Conveyor Systems
 - Replace Carrier System Roller Bearings
- HIGHLY DESIRABLE
 - Training
 - Annual Recurring Items
 - Elevator Modernization, JMMB
- DESIRABLE
 - Exterior Pointing and Caulking
 - Parking area security improvements

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
136	11,167
	(1,864)
136	9,303
1995 Request	
Staff	Amount (\$000)
...	707
	707
...	180
	100
	80
...	355
	17
	88
	250
...	240
	90
	150
136	1,482
136	10,785

ARCHITECT OF THE CAPITOL

Library Buildings and Grounds

Program and Financing (in thousands of dollars)

Identification code 01-0155-0-1-801	1993 actual	1994 est.	1995 est.
Program by activities:			
10.00 Total obligations	13,268	15,621	10,625
Financing:			
21.40 Unobligated balance available, start of year	- 8,081	- 4,454
22.00 Unobligated balance transferred, net	-600
22.00 Unobligated balance transferred, net	-593
24.40 Unobligated balance available, end of year	4,454	160
25.00 Unobligated balance expiring	92
39.00 Budget authority	9,733	9,974	10,785
Budget authority:			
40.00 Appropriation	9,733	9,974	10,785
Relation of obligations to outlays:			
71.00 Total obligations	13,268	15,621	10,625
72.40 Obligated balance, start of year	22,103	9,724	776
74.40 Obligated balance, end of year	-9,724	-776	-922
77.00 Adjustments in expired accounts	- 9
90.00 Outlays	25,639	24,568	10,479

Object Classification (in thousands of dollars)

Identification code 01-0155-0-1-801	1993 actual	1994 est.	1995 est.
Personnel compensation:			
11.1 Full-time permanent	4,551	4,589	5,075
11.3 Other than full-time permanent	135	132	132
11.5 Other personnel compensation	1,010	1,035	1,145
11.9 Total personnel compensation	5,696	5,756	6,352
12.1 Civilian personnel benefits	1,002	1,166	1,256
25.1 Consulting services	14
25.2 Other services	5,968	8,083	2,388
26.0 Supplies and materials	478	499	512
31.0 Equipment	89	92	92
32.0 Land and structures	21	25	25
99.9 Total obligations	13,268	15,621	10,625

Personnel Summary

Identification code 01-0155-0-1-801	1993 actual	1994 est.	1995 est.
Total compensable workyears:			
1001 Full-time equivalent employment	204	180	178
1005 Full-time equivalent of overtime and holiday hours	20	20	20

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL
LIBRARY BUILDINGS AND GROUNDS
STRUCTURAL AND MECHANICAL CARE
OBJECT CLASSIFICATION

[in thousands of dollars]

Item	1993 actual	1994 estimate	1995 estimate
25.1 Consulting services:			
HVAC Systems for Gym, Special Facilities Center	14		
Total, Consulting services	14		
25.2 Other services:			
General annual repairs	75	75	100
Maintenance and repair, elevators	43	43	43
Maintenance, air-conditioning system	244	234	234
Miscellaneous improvements	90	100	150
Exterior pointing and caulking	60	60	150
HVAC Systems for Gym, Special Facilities Center	49		
Clean air distribution system, Jefferson and Adams bldgs	102	100	100
Asbestos abatement	136	142	142
Upgrade fire alarm system, Madison building	124		
Install central clock control system, Jefferson and Adams	150		
Roof maintenance	15	20	20
Lease Van for use at E. Capitol & 6th Street Building	3	4	4
Renovation of Space for Daycare Center	225		
Frequency inverters for VAV fans, Madison building ...	146	150	150
Training	20	17	34
Restoration of Jefferson and Adams buildings		55	
Loading dock modifications	185	11	
Roof replacement, Madison building		600	
Acquisition of property, St. Cecilia's	84	1	
Tenant improvements to St. Cecilia's property	824	502	
A/C Great Hall/Exhibit Space, TJB	191		
Elevator Modernization, Adams Building	329	391	260
Program for Energy Conservation	22	238	
Renovation of Jefferson and Adams buildings	2,851	4,685	
Modifications to Existing Security System, JMMB		150	
Replace Electronic Book Conveyor System Control Equipment JMMB			90
Library Parking Area Security Improvements			150
Replace carrier system roller bearings			80
ADA Requirements		200	200
Connect/Replace Electro-Mechanical Control System with Hill-Wide EMCS, Madison Building		281	281
Improvements to 4 Elevators, JMMB No. E-1, E-2, E-5, E-6			200
Unallotted balance		24	
Total, other services	5,968	8,083	2,388

[CLERK'S NOTE.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

BOTANIC GARDEN

Estimate 1995					
Summary					
Botanic Garden					
	Botanic Garden				
	Summary				
		Positions		Amount	
1994 Appropriation in annual act.....	57			\$ 3,008,000	
1994 Nonrecurring Deductions		Positions	Amount		
1994 Excess Day Cost.....	...		(-) \$ 8,000		
Total 1994 Nonrecurring Deductions.....	...			(-) 8,000	
Total 1995 Base.....	57			\$ 3,000,000	
Increase					
Mandatory Items					
January, 1994 Locality Pay Annualization.....	...		\$ 15,000		
January, 1994 Wage Rate Annualization.....	...		70,000		
January, 1995 Cost of Living Adjustment.....	...		47,000		
January, 1995 Locality Pay.....	...		7,000		
January, 1995 Wage Rate Increase.....	...		31,000		
Within-grades and Other Pay Changes.....	...		33,000		
Unfunded Positions and Other Pay Changes.....	...		19,000		
Other Personnel Compensation.....	...		17,000		
Contribution to Health Benefits Funds.....	...		30,000		
Total Mandatory Items.....	...			269,000	

Estimate 1995
Summary
Botanic Garden (continued)

		Botanic Garden Summary (continued)	
		Positions	Amount
<u>Annual Recurring Maintenance</u>			
Communication Services.....	...		\$ 1,350
Postage and Metered Mail.....	...		800
Training.....	...		7,000
Contractual Custodial Care.....	...		16,000
Supplies and Materials.....	...		3,850
Total Annual Recurring Maintenance.....	...		29,000
<u>Nonrecurring Items</u>			
<u>Cyclical Maintenance</u>			
Renovation of the Conservatory.....	...		\$7,000,000
Total Cyclical Maintenance.....	...		\$7,000,000
<u>Continuing and Initiating Other Programs</u>			
Security Gate, D. C. Village Production Facility	...		\$ 80,000
Total Continuing and Initiating Other Programs.....	...		\$ 80,000
Total Nonrecurring Items.....	...		\$ 7,080,000
<u>Total Increases.....</u>	...		<u>7,378,000</u>
<u>Total Estimate for 1995.....</u>	57		<u>\$10,378,000</u>

SALARIES AND EXPENSES, BOTANIC GARDEN -- (Net Increase for 1995.....\$7,370,000)

1994 Appropriation in annual act..... \$ 3,008,000

Deductions - Nonrecurring Items

1994 Excess Day Cost..... (-) 8,000

\$ 3,000,000

Base for 1995.....

IncreasesMANDATORY ITEMS

January, 1994 Locality Pay Annualization.....	\$ 15,000
January, 1994 Wage Rate Annualization.....	70,000
January, 1995 Cost of Living Adjustment.....	47,000
January, 1995 Locality Pay.....	7,000
January, 1995 Wage Rate Increase.....	31,000
Within-grades and Other Pay Changes.....	33,000
Unfunded Positions and Other Pay Changes.....	19,000
Other Personnel Compensation.....	17,000
Contribution to Health Benefits Funds.....	30,000

Total Increase - MANDATORY ITEMS..... \$ 269,000

Estimate 1995
Botanic Garden

Increases (continued)

<u>OTHER INCREASES - ANNUAL RECURRING ITEMS</u>	
Communications Services increased from \$1,600 to \$2,950.....	\$ 1,350
<p>This allotment provides for communications services including local and long distance telephone service for the Botanic Garden. The increase of \$1,350 is requested to bring this allotment into line with current needs, as well as anticipated communications service for the new growing facility.</p>	
Postage and Metered Mail increased from \$2,200 to \$3,000.....	\$ 800
<p>This amount is needed for all postage and mail costs incurred by the Botanic Garden. The increase is based on current expenditures.</p>	
Contractual Custodial Care.....	\$ 16,000

The U.S. Botanic Garden urgently needs additional custodial services at the newly functioning production facility at D.C. Village. Contractual custodial services are requested to maintain a clean and safe work environment at the D.C. Village production facility.

Currently custodial work for all U.S. Botanic Garden facilities is performed by one full-time employee. This employee dedicates two days during a six-day work week to servicing the production facilities. This leaves the rest of the Garden with barely adequate custodial care. The employee cannot dedicate more time to the D.C. Village production facility without seriously affecting the cleanliness of the Garden's other, more visible, facilities such as the Conservatory and Administration Building.

The D.C. Village production facility, which is much larger in square footage than the old facility at Poplar Point, merits the attention of a full time employee. If the current custodian maintains a two-day schedule for this property, then the remaining three days could be contracted.

Estimate 1995
Botanic Garden

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Contractual Custodial Care (continued)

It is requested that a new recurring allotment be allowed for Contractual Custodial Services at \$16,000 per year. This contract would service the D.C. Village production facility for three days each week.

Training increased from \$7,000 to \$14,000..... \$ 7,000

In recent years the Architect's Office has responded to recently amended civil rights legislation by sponsoring training such as prevention of sexual harassment, employee rights and responsibilities, substance abuse, and other subjects. This training is required for all current and new employees. Additionally, the Office requires supervisory development training and sponsors basic educational skills training for reading. Programs to respond to agency training needs such as trade apprenticeships and additional supervisory development, are being prepared.

The limited funding available for training is directed almost entirely toward the required training, leaving few resources available for other organizational training needs. Cost increases have also reduced training opportunities. As a result, the Office will have to reduce the availability of basic educational skills training and eliminate trade apprenticeship training being developed. Without an increase in this allotment there will be no monies available for work performance improvement training, technical skills training, or training necessary for implementing or maintaining new programs or technologies.

Because of the unique and high profile environment within which the Office operates, employees must possess a combination of technical and communications skills in order to be effective and productive in supporting the activities of the Congress. Employees must have sufficient technical skills to operate and maintain the equipment the

Estimate 1995
Botanic Garden

Increases (continued)

OTHER INCREASES - ANNUAL RECURRING ITEMS (continued)

Training (continued)

Office is responsible for, and they must have sufficient communications skills to perform their work within the Congressional community in an expedient and appropriate manner.

These funds are requested to enable the Office to continue its efforts to permit all employees to be trained in their legal rights and responsibilities, as well as to maintain and improve their work performance efficiency.

Supplies and Materials increased from \$148,150 to \$152,000..... \$ 3,850

This allotment provides all supplies and materials for the Conservatory, the Production Facility and the Administrative Office, including electrical supplies, plumbing supplies, flower pots and tubs, gas and oil for motor vehicles and equipment, mowers, hardware, tools, and boxes, labels and signs, fertilizers, insecticides, fungicides, scaleicides, medical and office supplies, paints, brushes, periodicals and books, and cleaning supplies. Materials needed to support public programs offered by the Botanic Garden are also charged against this allotment. This increase will bring the allotment into line with current and projected price level requirements.

Total Increase - ANNUAL RECURRING ITEMS..... \$ 29,000

Estimate 1995
Botanic Garden

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance

Renovation of the Conservatory..... \$ 7,000,000

In fiscal year 1989 \$100,000 was appropriated for an architectural and engineering study of the Botanic Garden Conservatory to determine the functional integrity of the building and its systems. The consulting firm of Daniel, Mann, Johnson and Mendenhall (DMJM) was engaged to conduct the study. The firm's final report was submitted to the Architect of the Capitol in late 1990.

The results of the testing conducted by DMJM showed extensive deterioration of the aluminum structure in the Palm House. Because of concern about the structural integrity of the Palm House superstructure, the unobligated balance from the \$500,000 appropriated in fiscal year 1991 for design was approved to be reprogrammed for dismantling of the Palm House.

Funding in the amount of \$2,000,000 for the complete design and construction documentation phases of the Conservatory renovation was appropriated in fiscal year 1993. This effort, to be completed October 1, 1994, will provide the final design and construction phasing plan for the renovation work, based upon the goal of maintaining public access to portions of the Conservatory during renovation, the logic and efficiency of construction, safety and structural factors, and the anticipated availability of partial project funding each year for a period of years as required to complete the work.

Estimate 1995
Botanic Garden

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Renovation of the Conservatory (continued)

The schematic (or "concept") design phase has been completed. Design directions have been determined for all major architectural, mechanical, electrical, structural and other elements of the Conservatory and its plant exhibits. This phase has included the preparation of a detailed cost estimate that is based upon these design directions and a preliminary four-phase construction plan. The purpose of the design development phase, now underway and to be completed at the end of February, 1994, will be to fix and describe the size and character of all elements of the project and to finalize the construction phasing plan. The revised cost estimate to be prepared at the conclusion of this phase of work is expected to reflect the refinements in design and construction phasing considered during the design development phase. The project will then proceed into the preparation of final construction documents based upon the final construction phasing plan.

The original cost estimate for the Conservatory renovation was prepared in 1990 in conjunction with the initial DMJM study and report. The estimate was based on a broad program of requirements determined by the study. It was not based on the in depth analysis and decision processes that are characteristic of the full sequence of design phases presently underway. In that context, the total cost, in fiscal year 1990 dollars, was estimated to be \$23,332,000, including the design cost which has been funded, leaving an estimated construction cost of \$21,332,000 to be funded. With an escalation of 3% per year to the anticipated mid-point of construction (fiscal year 1998), the construction cost as originally estimated would now be \$27,023,000.

Estimate 1995
Botanic Garden

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Cyclical Maintenance (continued)

Renovation of the Conservatory (continued)

The present detailed cost estimate, including additional escalation at 3% per year throughout the construction phases, totals \$28,980,000. This also includes a contingency applied to the design phases of \$1.45 million and a contingency applied to the construction phases of \$2.37 million. During the design development phase, every effort will be made to reduce project costs, especially through refinements in design and determination of the most efficient construction phasing.

At present, it is requested that the amount requested for fiscal 1995, \$7,000,000, be appropriated on a "No Year" basis, and that the same amount be left in the budget base for three additional years, also on a "No Year" basis. Thus, the presently estimated total construction cost of approximately \$28,000,000 would be appropriated over four years.

The fiscal year 1995 funds will provide for phase I of construction, including the reconstruction of the Palm House, the completion of underground utilities in the Conservatory courtyards that are intended to serve the Palm House and other major spaces on the north side of the Conservatory, and related reconstruction in the two low-houses on the south side of the courtyards. A funding request for this project has been approved by the Joint Committee on the Library.

Total Increase - Cyclical Maintenance..... \$ 7,000,000

Estimate 1995
Botanic Garden

Increases (continued)

OTHER INCREASES - NONRECURRING ITEMS (continued)

Continuing and Initiating Other Programs

Security Gate, D.C. Village Production Facility.....\$ 80,000

The new Botanic Garden Production Facility is located within the area generally known as D.C. Village. Although the 25 acre site has a chain link fence surrounding it, the entrance roadways are unguarded.

In order to protect the investment represented by the buildings, materials and equipment stored there, as well as the employees at and visitors to the Production Facility, it is requested that funds in the amount of \$80,000 be appropriated to install a security gate across the entrance roadway. This gate would consist of an automatic electrically-operated gate with electronic access cards. Additionally, a small remote camera and intercom will be installed in order to permit Botanic Garden employees to admit authorized visitors, staff and deliveries to the facility.

Total Increase - NONRECURRING ITEMS.....\$7,080,000

TOTAL INCREASES.....\$ 7,378,000

Total Estimate for 1994.....\$10,378,000

Estimate 1995
Botanic Garden

Objectives

This appropriation provides for the care and upkeep of the Conservatory, gardens and grounds, including the New Production Facility at D.C. Village.

The purpose of the U. S. Botanic Garden is to collect, cultivate and grow the various plant material of this and other countries for exhibition and display to the public, and for use by interested students, scientists, and garden clubs. The main location, at First Street and Maryland Avenue, S.W. has a Conservatory, Frederic Auguste Bartholdi Park, and an administrative office building. The Conservatory contains collections of plants from various parts of the world, and features both seasonal horticultural displays and educational botanical and ecological exhibits. The new D.C. Village Nursery will grow all plants to be exhibited in the Conservatory, in the garden areas, and for use throughout the Capitol Complex. This facility contains 36 greenhouses, 31,000 square feet of support facilities, coldframes, and outdoor growing fields.

The Architect of the Capitol has been serving as Acting Director since July 3, 1934, under the direction of the Joint Committee on the Library

The total authorized strength for the Botanic Garden staff is 57 positions

ITEMS UNDER WHICH NO CHANGES OCCUR

Travel.....	\$ 150
Transportation of Things.....	50
Annual Propane Gas.....	750
General Annual Repairs.....	40,000
Miscellaneous Improvements.....	20,000
Waste Disposal.....	6,000
Computer Services.....	13,000
Miscellaneous Equipment.....	22,000
Equip New Growing Facility at D.C. Village.....	100,000
Land and Structures.....	3,000

Schedule A
ARCHITECT OF THE CAPITOL
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	FY 93*		FY 94		FY 95		NET CHANGE 94/95	
	ACTUAL		ESTIMATE		ESTIMATE			
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:								
Botanic Garden	57	4,532	57	3,008	57	10,378	0	7,370
Total	57	4,532	57	3,008	57	10,378	0	7,370
2. Breakdown by Object Class								
11 Personnel Compensation		1,913		2,053		2,267		214
12 Personnel Benefits		476		591		638		47
13 Benefits to Former Personnel		0		0		0		0
21 Travel		1		0		0		0
22 Transportation of Things		0		0		0		0
23 Rent, Communications and Utilities		10		5		7		2
24 Printing and Reproduction		0		0		0		0
25 Other Services		1,872		86		7,189		7,103
26 Supplies and Materials		132		148		152		4
31 Equipment		127		122		122		0
32 Land and Structures		0		3		3		0
42 Insurance Claims and Indemnities		1		0		0		0
Total		4,532		3,008		10,378		7,370

* Includes Obligations from Prior Year "No Year" Authority.

ARCHITECT OF THE CAPITOL
ANALYSIS OF CHANGE TO BUDGET BASE
BY ACTIVITY AND OBJECT CLASS

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES							
					LEGISLATION		WORKLOAD		EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.			
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Activity:												
Botanic Garden		269		6				23		7,080		7,378
Total		269		6				23		7,080		7,378
2. Breakdown by Object Class:												
11 Personnel Compensation		222										222
12 Personnel Benefits		47										47
13 Benefits to Former Personnel												
21 Travel												
22 Transportation of Things												
23 Rent, Communications and Utilities				2								2
24 Printing and Reproduction												
25 Other Services												
26 Supplies and Materials				4				23		7,080		7,103
31 Equipment												4
32 Land and Structures												
42 Insurance Claims and Indemnities												
Total		269		6				23		7,080		7,378

Schedule C

ARCHITECT OF THE CAPITOL
Botanic Garden
Detailed Analysis of Change by Appropriation

Calculation of Base	
Staff	Amount (\$000)
Appropriation, 1994	57
Minus: Nonrecurring costs	3,008
One Less Compensable Day	...
Budget Base, 1995	(8)
	3,000
1995 Request	
I. Adjustments to Base	
	Staff
	Amount (\$000)
A. Mandatory Pay and Related Costs	...
1. Within-grade Salary Advancements and Other Changes	269
2. Other Personnel Compensation	52
3. Annualization of January 1994 Locality Pay Raise	17
4. January 1994 Wage Rate Annualization	15
5. January 1995 Pay Raise	70
6. January 1995 Locality Pay Raise	47
7. January 1995 Wage Rate Increase	7
8. Contribution to Health Benefit Funds	31
	30
B. Price Level Changes	...
1. Communications services	6
2. Postage and metered mail	1
3. Supplies and Materials	1
	4
C. Program Type Changes	
1. Legislation	...
	...
2. Workload	...
a. Training	23
b. Contractual Custodial Care	7
	16

Schedule C (continued)

ARCHITECT OF THE CAPITOL
Botanic Garden
Detailed Analysis of Change by Appropriation
(continued)

I Adjustments to Base (continued)

- 3. Equipment, Alterations, Maintenance.
 - a. Renovation of the Conservatory
 - b. Security Gate, D.C. Village Production Village

II Net Increase/Decrease Requested

III Total Appropriation Request, 1995

1995 Request	
Staff	Amount (\$000)
..	7,080
	7,000
	80
...	7,378
57	10,378

Schedule P

ARCHITECT OF THE CAPITOL
Botanic Garden
Detailed Analysis of Priority by Appropriation

Appropriation, 1994
Minus: Nonrecurring costs
Budget Base, 1995

I. Adjustments to Base

- NONDISCRETIONARY
 - Mandatory Pay and Related Costs
- CRITICAL
 - Renovation of the Conservatory
 - Contractual Custodial Care
 - Security Gate, D.C. Village
- HIGHLY DESIRABLE
 - Annual Recurring Maintenance
 - Training

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base	
Staff	Amount (\$000)
57	3,008
	(8)
57	3,000
1995 Request	
Staff	Amount (\$000)
...	269
	269
...	7,096
	7,000
	16
	80
...	13
	6
	7
57	7,378
57	10,378

II.17

ARCHITECT OF THE CAPITOL

Botanic Garden

Salaries and Expenses

Program and Financing (in thousands of dollars)

Identification code 09-0200-0-1-801		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations	4,532	3,412	9,378
Financing:				
21.40	Unobligated balance available, start of year	- 219	- 404
24.40	Unobligated balance available, end of year	404
25.00	Unobligated balance expiring	189
40.00	Budget authority (appropriation)	4,906	3,008	10,378
Relation of obligations to outlays:				
71.00	Total obligations	4,532	3,412	9,378
72.40	Obligated balance, start of year	907	1,771	421
74.40	Obligated balance, end of year	- 1,771	- 421	- 1,473
77.00	Adjustments in expired accounts	- 64
90.00	Outlays	3,604	4,762	8,326

NOTE.—Of the total amount requested for fiscal year 1995, \$7,000,000 is for major renovations of the Botanic Garden conservatory.

Object Classification (in thousands of dollars)

Identification code 09-0200-0-1-801		1993 actual	1994 est.	1995 est.
Personnel compensation:				
11.1	Full-time permanent	1,616	1,743	1,918
11.3	Other than full-time permanent	17	10	10
11.5	Other personnel compensation	280	300	339
11.9	Total personnel compensation	1,913	2,053	2,267
12.1	Civilian personnel benefits	476	591	638
23.2	Rental payments to others	10	5	7
25.1	Consulting services	1,582
25.2	Other services	290	490	6,189

Personnel Summary

Identification code 09-0200-0-1-801		1993 actual	1994 est.	1995 est.
Total compensable workyears:				
1001	Full-time equivalent employment	61	53	53
1005	Full-time equivalent of overtime and holiday hours	5	5	5

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

ARCHITECT OF THE CAPITOL
Botanic Garden
Gifts and Donations

Program and Financing (in thousands of dollars)

Identification code 09-8292-0-7-801		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations	75	5,925	2,000
Financing:				
21.40	Unobligated balance available, start of year
24.40	Unobligated balance available, end of year
	Budget authority (appropriation) (Indefinite)	75	5,925	2,000
Relation of obligations to outlays:				
71.00	Total obligations	75	5,925	2,000
72.40	Obligated balance, start of year	37
74.40	Obligated balance, end of year	- 37
90.00	Outlays	38	5,962	2,000

Pursuant to 40 U.S.C. 216c, as amended, the Architect of the Capitol, subject to the direction of the Joint Committee on the Library, is authorized to construct a National Garden and to solicit and accept certain gifts on behalf of the United States Botanic Garden for the purpose of constructing the National Garden or for the general benefit of the Botanic Garden and for renovation of the Botanic Garden conservatory, to deposit such gift funds in the Treasury of the United States and, subject to approval in appropriations Acts, to obligate and expend such sums.

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

LIBRARY OF CONGRESS
Justification of Estimates



LIBRARY OF CONGRESS

JUSTIFICATION OF ESTIMATES

Fiscal Year 1995

December 1993

LIBRARY OF CONGRESS

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LIBRARY OF CONGRESS FISCAL 1995 BUDGET REQUEST INTRODUCTORY STATEMENT BY THE LIBRARIAN OF CONGRESS

The Library of Congress budget request for fiscal year 1995 totals \$358 million (including \$25.3 million in authority to use receipts), an increase of 7.9 percent over fiscal 1994. This is a stay-even budget. The Library is not requesting an overall growing workload increase. The Library is asking only for those funds necessary to finance mandatory pay and price level increases without further reductions in existing services. Some transfers between accounts and additional receipts are requested, but the overall increase requested is the lowest since I became Librarian of Congress in 1987.

The Library is in the midst of its second consecutive year of downsizing. Since fiscal 1992, the Library's budget has fallen \$19 million below a level calculated using the Congressional Budget Office's baseline assumptions (see accompanying graphs). A number of products and services have been cut -- including reading room hours; the rate of arrearage reduction; the ability to respond rapidly to a growing number of Congressional information requests; the ability to provide Congress with tailored and in-depth analyses on all public policy issues; a program for indexing and selling science and technical translations; the number of exhibits, displays, and published items; the ability to provide timely research assistance to scholars; the number of public tours; and certain police services. Moreover, Foreign interlibrary loans have ceased altogether, and there has been a 15 percent cut in the number of new braille and audio books and magazine titles available to the blind and physically handicapped.

Cuts were required because the Library had to absorb most price level increases for fiscal 1993 and 1994 and mandated fiscal 1994 locality pay increases as well as general salary reductions equivalent to 256 positions and a \$2.6 million budget

reduction in fiscal 1994. Overall, the Library's funding for full-time equivalent (FTE) positions has been cut by 395 since fiscal 1992.

These budget reductions are occurring amidst an electronic information revolution that is significantly changing the way libraries access, manage, and deliver information. The Library of Congress, like other major libraries, must move into the digital age to meet its responsibilities to gather, organize, catalog, preserve, and make widely available its collections. This shift requires the Library to modernize its operations through effective application of technology to the core services to Congress and the nation.

The Library is making this shift and initiating economies wherever funds, laws, and union contracts permit. Recent successes include improved cataloging productivity made possible by better technology and by new cooperative arrangements with other institutions; improved processing of copyright claims made possible by the implementation of optical disk technology; improved research and reference services made possible by access to Internet and other database services; and lower cost administrative services made possible by a more competitive cleaning contract.

The Library has undertaken a multi-year effort to review each of its business processes in an effort to do more with less. But our extensive review of the Library's budget base reveals no easy targets. Pilot Business Process Improvement (BPI) projects in the acquisitions area are scheduled for completion in early 1994. BPI objectives include reducing the volume of unwanted materials and improving the processing of newspapers and magazines.

The Library needs a year of budget stability to ensure that critical services are continued as we prepare further major changes. In addition to the essential up-front costs imposed by the electronic information revolution, recent Congressional actions

will almost certainly impose inescapable new costs on the Library. The proposed Copyright Reform Act of 1993 would change several key incentives for depositing materials with the Library and will, at the very least, require additional monitoring. The Congressionally proposed transfer of the functions of the Superintendent of Documents to the Library would also almost certainly require added expenses, and the proposed rescission of fiscal 1994 funds will further undercut the Library's ability to absorb all of this. Without the minimal requested funding for mandatory pay and price level increases, the Library risks disrupting essential services in ways that could be prevented or minimized with the year of budgetary stability our request would provide.

We hope to work cooperatively with the Congress to avoid both service disruptions and the demoralizing effects of staff furloughs or a reduction-in-force. A retirement incentive program, authorized by Congress, has been a key part of the Library's downsizing process during fiscal 1994. We estimate that 250 people will ultimately leave the Library through this program. This program has enabled the Library to achieve the FTE reductions mandated by the Congress. Because the retirement incentive program was underway at the time the Library's budget was prepared, authorized positions have not been adjusted as required by Section 306 of P.L. 103-69. Even with the retirement incentives program, we may need to furlough staff during fiscal 1994. Making staffing adjustments and internal shifts because of this large and rapid reduction in personnel has been unusually difficult because the Library's human resources organization is simultaneously being revamped. Recognizing the overall budgetary constraints for the Legislative Branch bill, the Library is not requesting an overall growing workload increase but does need full funding for mandatory pay and price level increases to meet its fiscal 1995 strategic objectives. These include: maintaining essential research and reference services to the Congress and the American people, continuing to reduce the arrearage and provide

cataloging services to the nation, addressing fundamental collections security requirements, implementing financial management improvements, and making critical improvements in the Library's human resources policy and procedures.

Overview of Library Services

The Library of Congress maintains a collection of about 102 million items -- many of them unique and irreplaceable -- in more than 450 languages. This massive information resource is the greatest repository of knowledge in the history of the world.

In addition to serving the Congress, the Library uses this unique collection to serve the courts, state and Federal agencies, libraries, elementary and secondary schools, colleges, research institutions, and businesses. The Library helps foster creativity and productivity throughout the nation. Library of Congress services are funded by four salaries and expenses (S&E) appropriations as follows:

- **Congressional Research Service (CRS S&E)** - provides impartial analytical research and information to the members and committees of Congress on public policy issues -- providing Congress with more than *600,000 products and research responses a year, including custom responses to 267,000 requests for research and information*. The areas of most intense support during fiscal 1993 were health care reform; trade (NAFTA and the Uruguay round of GATT); congressional and executive branch reform; and foreign policy in the post-cold war environment.
- **Copyright Office (CO S&E)** - administers U.S. copyright laws and actively promotes international protection for intellectual property created by U.S. citizens -- *processing more than 620,000 claims for copyright registration and 400,000 requests for information annually*.
- **National Library Service for the Blind and Physically Handicapped (Books for the Blind and Physically Handicapped S&E)** - manages a free national reading program for 750,000 blind and physically handicapped people -- circulating at no cost to users *more than 21 million items a year*: audio and braille books and magazines through 147 regional and subregional libraries and to multistate centers.

- **Library of Congress (LC S&E)** - fills the dual role of supporting the three major services listed above and providing a wide range of National Services including:
 - ▶ **Cataloging** - provides bibliographic records and related products to libraries and bibliographic utilities in all 50 states and territories -- cataloging that would cost America's libraries in excess of \$336 million annually, if they had to do the work themselves.
 - ▶ **Research and Reference** - makes available to scholars and other researchers vast information resources, many of which are unique, covering almost all formats, subjects, and languages -- serving over 800,000 readers and responding to nearly 1.4 million information requests a year from all over the nation. Also provides on-line access to automated information files containing more than 35 million records for Congressional offices, state libraries, libraries which are cooperative cataloging partners throughout the nation and the public. The Library provides this material free to Internet users and provides more than 36,000 free interlibrary loans annually to every state in the nation.
 - ▶ **Law Library** - supplies law research in over 200 foreign jurisdictions to Congress, the Judiciary, and Federal agencies. Provides American and foreign law reference services to government, lawyers, and the public -- serving 135,000 users annually.
 - ▶ **Reading Promotion and Outreach** - promotes books, reading, and literacy through the Library's Center for the Book and its 29 affiliated State Centers for the Book and its 125 national organizational partners -- and through other Library outreach programs (cable TV programs, traveling exhibitions, teacher's institutes, conferences and symposia, poetry readings, electronic information dissemination). The Library also gives surplus books and serials to libraries through a nation-wide donation program.
 - ▶ **American Folklife** - manages the nation's most important archival collection of folk music and folklore covering a wide range of ethnic and geographic communities, provides reference assistance to researchers and the general public, conducts field research, provides consultative services, and promotes the preservation of folk culture throughout the U.S.
 - ▶ **Federal Library Services** - coordinates library programs for nearly 1,300 participating Federal institutions throughout the world -- providing education and training programs and administering a cost effective book, serial, and database procurement program amounting to more than \$50 million in reimbursements annually. This procurement program saves Federal libraries an estimated \$12 million annually through discounted products and services and contract cost avoidance benefits.

Major Accomplishments During Fiscal 1993

A number of milestones were achieved this past year --- meeting and exceeding the Library's demanding pilot arreage reduction goals, acquiring a secondary storage site, receiving the 100 millionth acquisition, making the Library's huge database available on-line via free donation to the Internet, exhibiting the spectacular Vatican Library treasures, and opening the Library's day care facility. Highlights of these and other major achievements are listed below:

- ▶ **Arreage Reduction** - In March 1990, the Library made a commitment to reduce its backlog of unprocessed items by 30 percent by the end of 1993 -- 11.3 million items. The Library surpassed this commitment, three months ahead of schedule, by reducing unprocessed items by 30.8 percent as of September 30, 1993 -- 12.2 million items. While this is a major achievement in and of itself, there is more to this story than just the numbers. Numerous innovations in cataloging and other processing operations have yielded substantial gains in productivity and timeliness. For example, enhanced bibliographic workstations have increased copy cataloging and, as a result, cataloger productivity. The Cataloging Directorate, recently reorganized into whole book cataloging teams to improve timeliness, has outstripped its previous three-year average of 246,000 titles cataloged by 15,000 units. Arreage reduction efforts have made available to researchers unique materials including: the Clare Boothe Luce papers; Civil War drawings by artists and journalists; Spanish Civil War posters; and the Aaron Copland Collection. As arreage goals for 1994-2000 are pursued, the Library continues to implement changes in procedures and technology that will increase productivity and throughput (see accompanying graph).
- ▶ **Secondary Storage** - Linked to the Library's arreage reduction project is the development of a secondary storage site to house properly materials once processed and to provide for growth of the collections through the first half of the 21st century. A major milestone was achieved when the Military Construction Appropriations Act of 1994 (P.L. 103-110) approved the Library's use of up to 100 acres of land at Fort Meade, Maryland, for long-term storage needs. Funds appropriated in fiscal 1993 will be used to build the first collections storage facility.
- ▶ **Collections Security** - The Library implemented several key aspects of its comprehensive Plan for Enhancing Collections Security during fiscal 1993. The installation of electronic theft detection systems at all active pedestrian exits was completed. Anti-theft "targets" were placed in 530,000 volumes in reference collections and high-risk segments of the general collections, as well as in all newly-acquired, hardbound volumes. The use of video surveillance cameras was extended to the Law and Manuscript Reading Rooms, and orders were placed for cameras to cover three additional reading rooms. Thanks largely to the closed-stack policy implemented in mid-1992, the not-on-shelf rate for the general collections

has dropped more than four percent.

- ▶ **Planning and Support for the 103rd Congress** - The Congressional Research Service (CRS) met the challenge of orienting 129 new members of Congress while at the same time maintaining support for all of the important issues before Congress. Orientation for the new members included briefings on issues related to budget and the economy, defense and foreign affairs, and domestic issues; introduction to CRS specialists; and courses through the Public Policy Institute on major issues facing the 103rd Congress. CRS staff wrote reports and provided consultations on many diversified topics concerning NAFTA and prepared Info Packs which were sent to more than 2,000 requesters in September 1993 alone. Working closely with Members of Congress and committees, CRS kept them informed about the complex issues contained in the various health care alternatives, and analyzed the potential impact of the plans. CRS analysts developed a health benefit simulation model, which was shared with CBO analysts, to respond to the numerous congressional requests for information on the premium costs of health benefits.
- ▶ **Support for the Joint Committee on the Organization of Congress (JCOC)** - CRS provided extensive in-depth support to the Joint Committee: its Policy Director is a Senior CRS Specialist, and three experienced Congress specialists were also detailed to the JCOC. Additionally, CRS staff from the Government and American Law Divisions have provided close support on a broad range of issues. For example, CRS undertook a major interdisciplinary and interdivisional effort to provide in-depth analyses of options for restructuring the congressional committee system. CRS staff also prepared analyses and briefing materials in preparation for the JCOC's hearings, and drafted materials to be included in the JCOC report. Reports and consultations were provided to the Committee in such areas as congressional scheduling, floor procedure, committee structure, budget process, interchamber cooperation, management issues, staffing compliance, ethics and conflicts of interest, communications and information technology, relations with the executive and judicial branches, and public understanding of the Congress.
- ▶ **Copyright Reform** - The Library worked extensively with Congress during 1993 to accommodate the legitimate concerns for fair treatment for American authors while at the same time assuring that acquisitions through copyright registration and mandatory deposit are maintained at least at their present level. The Library established an Advisory Committee on Copyright Registration and Deposit (ACCORD), chaired jointly by former Register of Copyrights, Barbara Ringer, and Interim University Librarian at the University of Illinois at Urbana-Champaign, Robert Wedgeworth. Recommendations developed with the assistance of ACCORD were incorporated into proposed legislation and would provide alternative inducements to registration, improve registration and mandatory deposit systems, and provide for a review of the effects of legislative changes on the collections of the Library and the registration system. A separate legislative proposal also eliminated the Copyright Royalty Tribunal (CRT), transferring its functions to independent ad hoc arbitration panels overseen by the Copyright Office. The Library has incorporated plans to assume this responsibility as part of the fiscal

- **Improved Copyright Services** - Major progress was made in fiscal 1993 on development of the Copyright Imaging System. Installation of all equipment was completed, and most Copyright registration certificates are now produced from images of the original applications captured by the system. Integration of the new image system with the existing Copyright work tracking system (COINS) was completed as well. Installation of search workstations for the public and Copyright staff is expected to be completed early in fiscal 1994.

- **Collections Development and Important New Acquisitions** - The Library receives millions of pieces each year, from copyright deposits, from Federal agencies, and from purchases, gifts and exchanges. The Library took several important steps during fiscal 1993 to be more selective in its acquisitions without compromising the quality of its unparalleled, universal collections. These steps include initiating projects to update collection policy statements, reviewing the serials acquisition process, and evaluating ways to reduce the receipt of unwanted materials. These projects are a critical part of the Library's efforts to maintain a universal collection in an environment of diminishing resources. Notable acquisitions during fiscal 1993 include: the John Rubens Smith Collection of almost 700 watercolors documenting the American scene from 1809 to 1844 (the 100 millionth acquisition of the Library); the Italian Americans in the West collection, created by the American Folklife Center; the Women's Music Acquisition Project, a long-term effort inaugurated this year to acquire by purchase and copyright demand musical works composed and performed by women; and the Truckee River/Pyramid Lake Project Collection, a photoarchive dealing with environmental and social issues by photographers Robert Dawson and Peter Goins.

- **Blind and Physically Handicapped Program** - The National Library Service for the Blind and Physically Handicapped (NLS) continued refinement of the national reading program for blind and physically handicapped persons during fiscal 1993. In the technology area, NLS initiated a wide-ranging study to evaluate current technology and identify applications to NLS audio products and services. The study includes NLS staff members and participants from sister organizations (e.g. Royal National Institute for the Blind (UK), Canadian National Institute for the Blind) and representatives from consumer groups. In the network library service area, NLS developed guidelines to improve library services to Native Americans through a 12-member network committee.

- **Human Resources Improvement** - The Library implemented a new merit selection process during fiscal 1993 and put in place a plan to improve its human resources and affirmative action programs. Major parts of the plan include: expanding the number of affirmative action interns; establishing a leadership development program; upgrading the Office of Affirmative Action and Special Programs; implementing a more effective performance appraisal system for supervisors and managers; filling critical senior management positions including a new Senior Advisor for Diversity; and developing

safeguards to ensure equity in hiring experts and consultants. Major steps accomplished during implementation of the new selection process include: developing and putting in place training (job analysis and interviewing techniques) for more than 600 staff in critical parts of the new process; developing detailed procedures for rating applications against minimum qualifications requirements; conducting more than 72 job analysis panels with Subject Matter Experts (SMEs); instituting affirmative action reviews and analyses at five critical stages of the competitive selection process; conducting impact analyses of proposed reorganizations; conducting a Library-wide needs assessment and cultural audit; and developing affirmative action recruitment plans for all competitive selections in professional and administrative occupations. The Library also issued a policy statement on sexual harassment and interim guidelines on the Americans with Disabilities Act Compliance Program.

- ▶ **Special Facilities Center** - September 20, 1993, marked the culmination of years of hard work, cooperation, and support from many individuals and the Congress -- the Little Scholars Child Development Center (LSCDC) opened its doors to a charter class of 40 children. Operated by the Library of Congress Child Care Association (LCCA), the LSCDC has a capacity of 100 ranging from infants to preschoolers and provides quality child care for employees of the Library and other legislative branch offices. The LSCDC offers scholarships to offset a portion of the tuition costs for eligible families. Following renovation, the remaining part of the Special Facilities Center will be used for training, general assembly and education programs, and temporary living quarters for visiting scholars.

- ▶ **Taking Automation to the Nation and the World** - On-line access via Internet to the Library of Congress Information System (LOCIS) became a reality in April 1993. Internet is a vast global network of many interconnected networks with an estimated 20 million users. LOCIS files contain over 35 million records including cataloging information, copyright registrations, and status of Federal legislation. Other Library systems available on the Internet provide documents and images from recent exhibits and basic information about the Library's services. In June, the Library enhanced Internet access by implementing LC MARVEL (Machine-Assisted Realization of the Virtual Electronic Library) -- a user friendly software tool that makes it easier to conduct Internet searches or perform commands. Opening access to the Library's rich resources via Internet has been overwhelmingly acclaimed by people all over the nation and the world. A small sampling of comments received include:

- ◆ Nelson Hinman, UCLA - "I am immensely grateful to those responsible for the on line search capability."
- ◆ Elizabeth Fry, Arlington County Public Library - "I appreciate having access to the LC catalog through the Internet. I use it to get the text of bills and to identify books on subjects requested by my patrons. Thank you very much."
- ◆ Diana Kirby, University of Miami Librarian - "Wow, I'm impressed. I'm a librarian and I'm thrilled because I have just retrieved a bill for a student and it was as easy as 1-2-3."
- ◆ Barrie Hiern - "The database that you-all are maintaining is superb. I work as the reference librarian in the Henderson District Public Library, Nevada and turn to LOCIS when I have a legal question to answer. I sincerely hope that with all

the government decreases in spending that this database is spared the ax."

- ◆ Stephen Hill, Moutain View, California - "I think that this is a FABULOUS service, and long overdue!"
- ▶ **Vatican Library Exhibition** - The first of a planned series of shows at the Library featuring the great libraries of the world was held from January 6 through April 30, 1993. The spectacular exhibition, *Rome Reborn: the Vatican Library and Renaissance Culture*, was made possible by \$2.2 million in private gifts. Most of these treasures had never before left Rome, and many of them had never been publicly exhibited even in Rome. Viewed by a record 230,000 people, the exhibition was comprised of rare books, manuscripts, and maps from the Renaissance period. A ten-week public lecture series and a renaissance music conference for music scholars accompanied the exhibit. The exhibit set the stage for the reopening of the newly renovated Great Hall and Southwest Curtain and Pavilion of the Jefferson Building and provided innovations for future Library endeavors. Mrs. Charles W. Engelhard provided funding for fabrication of permanent display cases for special exhibits in the Jefferson Building. The display cases, which were first used for the Vatican exhibit, were designed to meet the environmental and security requirements of the Vatican treasures, thereby contributing to future Library exhibitions. In addition, for the first time at the Library, exhibit visitors had the option of renting an audio guided tour of an exhibition.
- ▶ **Dead Sea Scrolls** - Of great interest to researchers, the exhibition "Scrolls from the Dead Sea: The Ancient Library of Qumran and Modern Scholarship" also drew sizeable crowds of visitors---more than 140,000 from April 29 to August 1. The privately-supported exhibition included 12 scroll fragments found near the Dead Sea by shepherds and included documents written around the time and locale in which Rabbinic Judaism and Christianity were born. Roughly half the items on display were from the Library's collections.
- ▶ **Bringing Treasures to the People** - The Library's collections were shared with hundreds of thousands of Americans through local exhibitions, travelling exhibits (in a half-dozen cities), and major publications. The Library has become the first major institution to make its major exhibitions available remotely through electronic on-line access.
 - ◆ The exhibitions included: "Landseat: Monitoring Earth's Environment" (a map/photo display); "I Do Solemnly Swear" (linked to the 1993 inauguration); "An Uplifting Tradition: Graduates of Historically Black Colleges" (a display celebrating the role of black colleges in the development of American scholarship); "The Articulate Traveler: Johann Georg Kohl" (the German map maker of America); "Language of the Land: Journeys into Literary America" (featuring writers of each state); and "Old Ties, New Attachments: Italian American Folklife in the West," which opened in Santa Clara, California, and travelled to Los Angeles and Reno.
 - ◆ Some 30 books and other items were produced and distributed, including Volumes 20 and 21 of Letters to Delegates of Congress, 1774-1789. Scrolls from the Dead Sea, and Rome Reborn.
 - ◆ Millions of Americans had new accessibility via the Internet and America OnLine to major Library exhibits including the

1992 Soviet archives and the 1993 displays of the Columbus Quincentenary, Dead Sea Scrolls, and the Vatican Library. More than 10,000 people "tuned in" to the Scrolls exhibit on America OnLine alone.

- ▶ **Preservation Improvements** - The Library took action during 1993 to improve the preservation of its vast collections by: (1) procuring and strategically storing supplies and equipment for use in disaster situations and training staff in disaster response and recovery procedures; (2) procuring a state-of-the-art box-making machine to augment and expand its preventive preservation program for the general collections; and (3) initiating a series of tests to evaluate deacidification processes.
- ▶ **Financial Management Improvement Project** - During 1993, the Library moved closer to its goal of a modern financial system that complies with the General Accounting Office (GAO) and the Department of Treasury accounting and control standards that will facilitate the preparation of audited financial statements. On November 30, 1993, the Library purchased the Federal Financial System (FFS), an off-the-shelf software package developed by American Management Systems, and is installing FFS with a planned implementation date of October 1, 1994. FFS will correct problems identified in the GAO audit and will improve accountability to the Congress.
- ▶ **Parliamentary Assistance Program** - The Congressional Research Service continued to implement the program of the House of Representatives Special Task Force on the Development of Parliamentary Institutions in Eastern Europe, chaired by Representative Martin Frost. Since April 1990, the Task Force has provided significant assistance to six Eastern European countries and the three Baltic States; the Task Force program has now trained more than 380 Members and parliamentary staff and has provided more than 920 pieces of automation equipment and 6,000 books and serials. These programs are funded outside the Legislative branch appropriations process by the Agency for International Development and by private foundations. With the approval of the Joint Committee on the Library, CRS undertook, at the end of September 1993, a similar 3-year program of assistance for Ukraine. The parliamentary assistance program has increased the capacity of new parliaments to sustain themselves and has stimulated a comparative approach to law-making. In addition to the institutional ties between the U.S. Congress and each parliament, Congress has benefitted from improved access to information about each of these countries.

Overview of Fiscal 1995 Budget Request

The Library's fiscal 1995 request represents an increase of \$26.1 million (including \$1 million in new receipts), virtually all of which is required to meet mandatory cost changes in personnel compensation and benefits and unavoidable price-level changes in costs for existing levels of service. Major elements of the Library's budget request include:

- ▶ **\$13.8 million (53 percent of increase) for mandatory pay increases.** Major factors driving up the Library's payroll costs are: (1) the 2.6 percent pay raise scheduled for January 1995; (2) the second of nine yearly locality pay adjustments (2.1 percent); (3) three months of the first locality pay increase of 4.23 percent; (4) employee in-grade increases and reallocations; and (5) growing accident compensation costs. The requested mandatory pay increase is equivalent to approximately 244 positions, and it must be funded to prevent another round of staff and service reductions.
- ▶ **\$12 million (46 percent of increase) for price level increases.** Roughly a third of the Library's budget is for the purchase of goods and services. To maintain the current level of services, the Library needs to increase its budget for inflationary price increases that have occurred or are estimated to occur in fiscal 1995 (e.g., to fund the escalating costs of foreign books) and for increases necessary to maintain existing services. Price level increases are the largest for the Books for the Blind and Physically Handicapped appropriation. To maintain the existing level of services without increasing the risk of service failure, the Library is requesting price level increases totaling \$7,123,000 -- primarily to ensure a steady flow of patron machines and for the initiation of a program to replace worn out machines. Another major price level increase is \$2.3 million for the first of two installments necessary to complete the furnishings for the renovated Thomas Jefferson and John Adams buildings. These two items, amounting to \$9,423,100, account for 78 percent of the Library's price level increases.
- ▶ **\$1.1 million of transfers among LC S&E accounts.** We propose to transfer to Collections Services and the American Folklife Center those positions that have been devoted to arrangerage reduction within the pilot program for the American Memory project when this pilot is terminated. A reallocation of \$357,000 is also requested (from American Memory base funds) to provide continuity and focus to the Library's efforts at digitization. A core group is essential for establishing private sector partnerships and providing internal know-how for expanding the Library's digital collections. A reallocation of \$388,000 is requested to improve the fire protection system at the Library's collections storage facility. The original fire system was not designed to protect the high rack storage and high risk materials now in place.
- ▶ **\$5 million to support the transfer of the Copyright Royalty Tribunal (CRT) functions to the Library.** The CRT Reform Act of 1993 transfers a number of CRT responsibilities to the Copyright Office. The law provides for the deduction from royalty fees the resources required to handle these transferred responsibilities.

We have limited our request to the minimum necessary to maintain existing services to Congress and the nation. The

Library's proposed fiscal 1995 budget would permit increased efficiencies and prudent investments in automation to continue and would provide a year of relative stability in which to adjust to prior staff cuts and to build the public/private partnerships needed

to bring more of our unique collections in print and electronic form to the American public. Budget stability would permit the Library to concentrate on addressing fundamental changes in the information and copyright industry and maintain a leadership role as the Nation's Library.

Thanks to the foresight of the Congress, the Library of Congress has become the nation's prime resource in the emerging new Age of Information, with its 102 million items including films, maps, manuscripts, photographs, books, and periodicals. The Library preserves and celebrates the wonders of the human mind and the creativity of America. As Congress addresses problems of accumulated deficits and diminished resources, the preservation of our national memory must not become a casualty. The Library's ability to acquire, organize, preserve, and make increasingly accessible its unique resources is of critical importance to our knowledge-based democracy and memory-based policy-making in the legislative process. This amazing resource should not be eroded further. Future generations will not forgive us if we permit the great repository built up over the past 193 years to diminish slowly, slice by slice, until it becomes more like a warehouse of our past than the dynamo for our future that it can and should be.

For fiscal 1995, we submit a stay-even budget request that will enable us to continue to make unique contributions -- that only this Library can make -- to the Congress and the American people.


James H. Billington

Library of Congress Mission Statement and Values

MISSION

The Library's mission is to sustain, to celebrate, and to preserve for future generations a universal collection of knowledge and creativity. It seeks to serve and inspire a free people by:

- Making the Library's resources available and useful to the Congress of the United States in ever more efficient ways;
- Assembling, organizing, and making a universal collection of human knowledge and expression increasingly accessible and useful to the American people and their libraries; and
- Encouraging and celebrating free intellectual creativity by all people in all subjects.

VALUES

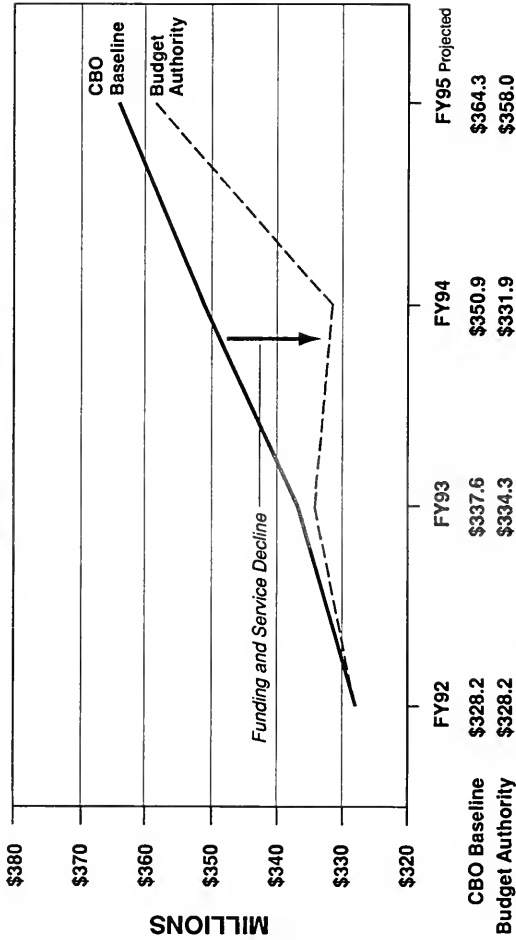
Underlying the operation of any organization are institutional values that define its culture and shape its actions. The seven values of the Library of Congress are:

- **Service:** The Library provides the best service feasible to its constituents and to the persons and organizations that comprise the Library itself.
- **Quality:** The Library provides the best quality feasible in every aspect of its activities, no matter how large or how small.
- **Effectiveness:** All Library activities are designed to accomplish its mission. Optimal results are achieved through efficient use of resources.
- **Innovation:** The Library constantly seeks, tests, and employs new and creative methods of improving its services and the use of its resources.
- **Fairness:** The Library is fair in its treatment of staff and users, and it respects all persons and takes measures to ensure equal treatment and opportunity in all of its activities.
- **Participation:** The Library encourages and supports widespread staff participation in the planning, implementation, and ongoing evaluation and improvement of its programs and activities.
- **Staff Development:** The Library ensures that it has the human resources appropriate to conduct its programs by encouraging and supporting staff excellence, and it takes measures to promote and foster superior performance, leadership development, individual growth, job satisfaction, and opportunities for career development.

THE LIBRARY OF CONGRESS

Comparison of Budget with CBO Baseline

TOTAL APPROPRIATIONS

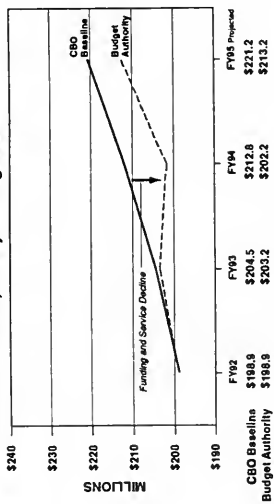


CBO - 1992 actual budget authority increased by uncapped Congressional Budget Office assumptions

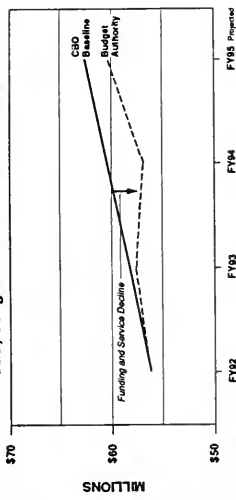
THE LIBRARY OF CONGRESS

Comparison of Budget with CBO Baseline

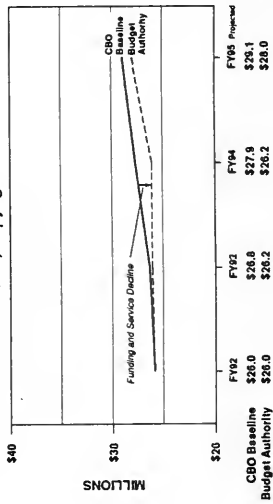
S&E, Library of Congress



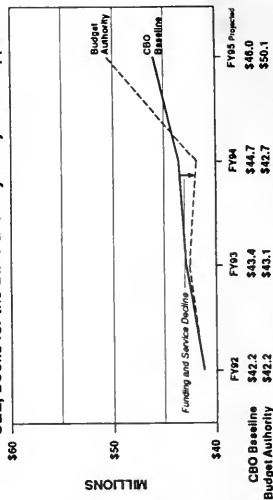
S&E, Congressional Research Service



S&E, Copyright

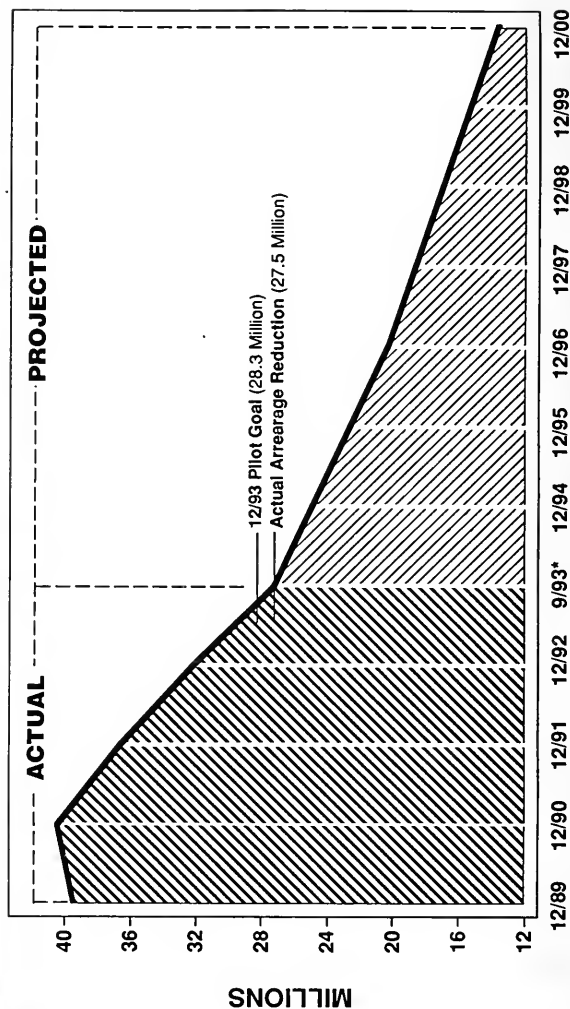


S&E, Books for the Blind and Physically Handicapped



CBO - 1992 actual budget authority increased by uncapped Congressional Budget Office assumptions

THE LIBRARY OF CONGRESS ARREARAGE REDUCTION PILOT PROGRAM



* 12/93 data will be available 1/94

Tentative
Goal

xvii

LIBRARY OF CONGRESS
Comparative Summary of Appropriations and Appropriation Estimates

Appropriation	Fiscal 1994 Budget	Fiscal 1995 Estimate	1995 Increases			Percent Increase
			Mandatory	Price Level	Growing Workload	
Salaries and Expenses, Library of Congress						
Mandatory Items	\$0	\$8,947,868	\$8,947,868	\$0	\$0	\$8,947,868
Collections Services:						
Purchase of Library Materials	8,127,000	8,533,000		406,000		406,000
Preparation of Books	58,479,960	58,950,660		470,700		470,700
Preservation of Library Materials	10,348,642	10,462,242		113,600		113,600
Public Service/Collection Management I	17,543,948	17,805,448		26,500	235,000	261,500
Constituent Services:						
Constituent Services	20,599,975	20,971,475		14,500	357,000	371,500
Cataloging Distribution Service	10,834,659	11,203,659		69,000	300,000	369,000
American Memory	1,019,000	0			-1,019,000	-1,019,000
Law Library	5,280,750	5,338,550		7,800	50,000	57,800
Cultural Affairs:						
Cultural Affairs	4,242,093	4,225,493		33,400	-50,000	-16,600
American Folklife Center	1,106,900	1,120,000	6,532	6,300	268	13,100
Management Support Services:						
Office of the Librarian	7,277,801	7,306,601		28,800		28,800
Human Resources Services	7,870,774	7,971,206		36,700	63,732	100,432
Integrated Support Services	19,293,394	19,338,162		70,200	-25,432	44,768
Building Rental - Off Capitol Hill	2,690,100	3,178,532		100,000	388,432	488,432
Automation - Information Technology	26,705,504	27,003,404		297,900		297,900
Automation - Optical Disk	829,500	848,700		19,200		19,200
Total, S & E, LC, Budget	\$202,250,000	\$213,205,000	\$8,954,400	\$1,700,600	\$300,000	\$10,955,000
CDS Offsetting Collections	-7,500,000	-7,869,000		-69,000	-300,000	-369,000
Total, S & E, LC, Appropriation	\$194,750,000	\$205,336,000	\$8,954,400	\$1,631,600	\$0	\$10,586,000

LIBRARY OF CONGRESS
Comparative Summary of Appropriations and Appropriation Estimates

TABLE I

2.

Appropriation	Fiscal 1994 Budget	Fiscal 1995 Estimate	1995 Increases			Percent Increase
			Mandatory	Price Level	Growing Workload	
Salaries and Expenses, Copyright Office	\$26,244,000	\$27,956,000	\$1,162,701	\$543,299	\$6,000	6.52%
COP Offsetting Collections	-14,500,000	-14,500,000			0	0.00%
Licensing Collections	-2,333,000	-2,927,000	-74,401	-513,599	-6,000	25.46%
Total, S&E, Copyright Appropriation	\$9,411,000	\$10,529,000	\$1,088,300	\$29,700	\$0	11.88%
Salaries and Expenses, Books for the Blind and Physically Handicapped	\$42,713,000	\$50,155,000	\$318,900	\$7,123,100		17.42%
Furniture and Furnishings	\$3,939,000	\$3,939,000				0.00%
Restoration and Renovation	0	2,300,000		2,300,000		
Total, Furniture and Furnishings	\$3,939,000	\$6,239,000	\$0	\$2,300,000	\$0	58.39%
Total, Title II Budget	\$275,146,000	\$297,555,000	\$10,436,001	\$11,666,999	\$306,000	8.14%
Offsetting Collections	-24,333,000	-25,296,000	-74,401	-582,599	-306,000	3.96%
Total, Title II	\$250,813,000	\$272,259,000	\$10,361,600	\$11,084,400	\$0	8.55%
Salaries and Expenses, Congressional Research Service - Title I	\$56,718,000	\$60,411,000	\$3,342,187	\$350,813		6.51%
TOTAL BUDGET	\$331,864,000	\$357,966,000	\$13,778,188	\$12,017,812	\$306,000	7.87%
Offsetting Collections	-24,333,000	-25,296,000	-74,401	-582,599	-306,000	3.96%
TOTAL APPROPRIATIONS	\$307,531,000	\$332,670,000	\$13,703,787	\$11,435,213	\$0	8.17%

TABLE II

LIBRARY OF CONGRESS
Summary of Authorized Positions

	Fiscal Year 1994					Fiscal Year 1995					1995 Increase/Decreases							
	Budget	Indef	S&T	Sub- Total	AWF	Total	Budget	Indef	S&T	Sub- Total	AWF	Total	Budget	Indef	S&T	Sub- Total	AWF	Total
Salaries and Expenses, LC:																		
Collections Services:																		
Purchase of Library Materials	0			0		0	0				0		0					
Preparation of Books	1,164	(160)		1,324		1,324	1,164	(160)		1,324		1,324						
Preservation of Library Materials	122	(3)		125		125	122	(3)		125		125						
Public Service/Coll Mgmt I	377	(6)	(2)	385		385	382	(6)	(2)	390		390	5			5	5	5
Constituent Services:																		
Constituent Services	438	(69)	(38)	545		545	442	(69)	(38)	549		549	4			4	4	4
Cataloging Distribution Service	126	(5)		131		131	126	(5)		131		131						
American Memory	16			16		16	0			0		0						
Law Library	99	(1)		100		100	99	(1)		100		100			(16)	(16)		(16)
Cultural Affairs:																		
Basic	52			52	(1)	53	52			52	(1)	53						
American Folklife Center	16		(10)	26		26	16			(10)		26						
Management Support Services:																		
Office of the Librarian	85			85	(8)	93	85			85	(8)	93						
Human Resources Services	106	(5)		111	(4)	115	107	(5)		112	(4)	116	1			1	1	1
Integrated Support Services	376			376	(7)	383	376			376	(7)	383						
Building Rental-Off Capitol Hill	0			0		0	0			0		0						
Automation	203	(6)		209	(6)	215	203	(6)		209	(6)	215						
Total, S & E, LC	3,180	(255)	(50)	3,485	(26)	3,511	3,174	(255)	(50)	3,479	(26)	3,505	(6)			(6)	5	5
S & E, Copyright Office	556			556		556	561			561		561						
S & E, BBPH	119	(18)	(5)	142		142	119	(18)	(5)	142		142						
Total, Title II	3,855	(273)	(55)	4,183	(26)	4,209	3,854	(273)	(55)	4,182	(26)	4,208	(1)			(1)	(1)	(1)
S & E, CRS (Title I)	835		(36)	871		871	835		(36)	871		871						
TOTAL	4,690	(273)	(91)	5,054	(26)	5,080	4,689	(273)	(91)	5,053	(26)	5,079	(1)			(1)	(1)	(1)

Note: Authorized positions have not been adjusted as required by Section 306 of P.L. 102-69 because the retirement incentive program was underway at the time the Library's budget was prepared.

Schedule D

Library of Congress
Summary of Agency Request
Fiscal Year 1995 Budget Request
(\$000)

	Positions	Amount
Appropriation, 1994	4,690	\$331,864
Budget Base, 1994,	4,690	\$331,864
Proposed Changes for Fiscal Year 1995:		
Mandatory Pay and Related Costs		\$13,778
Price Level Changes		11,894
Program Type Changes:		
Staff Level	16	899
Other		1,204
Decreases:		
Program	-17	-1,651
Sec. 308 Admin. Expense Reduction		-22
Total Proposed Changes	-1	\$26,102
Budget Request, 1995	4,689	\$357,966

Schedule B

Library of Congress

Summary

Analysis of Change

By Organization and By Object Class

FY 1995

(\$000)

Categories	PROGRAM CHANGES												Net Change	
	Mandatory Changes		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases					
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:														
Salaries and Expenses, LC	---	\$8,955	---	\$1,720	11	\$603	---	\$855	-17	-\$1,178	-8	\$	+	10,955
Copyright Office	---	1,182	---	249	5	296	---	6	---	-1	5	+	1,712	
Congressional Research Service	---	3,342	---	352	---	---	---	---	---	-1	---	+	3,693	
Books for the Blind & Physically Handicapped	---	319	---	7,123	---	---	---	---	---	---	---	+	7,442	
Furniture and Furnishings	---	---	---	2,450	---	---	---	343	---	-493	---	+	2,300	
Total	---	\$13,778	---	\$11,894	18	\$899	---	\$1,204	-17	-\$1,673	-1	\$	+	26,102
2. Breakdown by Object Class:														
11 Personnel Compensation	---	\$11,421	---	---	---	\$714	---	---	---	-\$540	---	\$	+	11,595
12 Personnel Benefits	---	2,340	---	---	---	184	---	---	---	-127	---	+	2,397	
13 Benefits for Former Personnel	---	17	---	---	---	1	---	---	---	---	---	+	18	
21 Travel	---	---	---	104	---	---	21	---	---	-15	---	+	110	
22 Transportation of Things	---	---	---	7	---	---	1	---	---	-2	---	+	6	
23 Rent, Communications & Utilities	---	---	---	438	---	---	389	---	---	-2	---	+	825	
24 Printing and Reproduction	---	---	---	155	---	---	310	---	---	-61	---	+	404	
25 Other Services	---	---	---	968	---	---	125	---	---	-370	---	+	723	
28 Supplies and Materials	---	---	---	579	---	---	15	---	---	-15	---	+	579	
31 Equipment	---	---	---	9,643	---	---	343	---	---	-519	---	+	9,467	
42 Insurance Claims and Indemnities	---	---	---	---	---	---	---	---	---	---	---	+	---	
-- Sec. 308 Admin. Expense Reduction	---	---	---	---	---	---	---	---	---	-22	---	+	-22	
Total	---	\$13,778	---	\$11,894	---	\$899	---	\$1,204	---	-\$1,673	---	\$	+	26,102

Schedule C

Library of Congress
Summary
Detailed Analysis of Changes
FY 1995
(\$000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	4,690	\$331,864
Budget Base, 1994	4,690	331,864
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$3,015
2. Annualization of locality raise		2,547
3. Annualization of pay raise (foreign)		403
4. Accident compensation		123
5. Funding of 1/95 pay raise		4,756
6. Funding of 1/95 locality pay raise		3,851
7. Less: One extra day		-917
B. Price Level Changes		
1. Travel cost increases		104
2. Transportation of things increases		7
3. Rent and postage increases		438
4. Printing cost increases		155
5. ADP timesharing price increases		—
6. Miscellaneous services increases		911
7. Tuition and training increases		57
8. Supplies cost increases		579
9. Equipment cost increases		9,643
C. Program Increases		
1. Staff level increases	16	899
Unfinanced positions		
Temporary position		
2. Other Program increases		
a. Personnel benefits		—
b. Travel		21
c. Transportation of things		1
d. Rent, communications & utilities		389
e. Printing and reproduction		310
f. Other services		125
g. Supplies and materials		15
h. Equipment		343
D. Program Decreases		
1. Salaries and benefits	-17	-667
Indefinite positions		
2. Travel		-15
3. Transportation of things		-2
4. Rent, communications and utilities		-2
5. Printing and reproduction		-61
6. Other services		-370
7. Supplies and materials		-15
8. Equipment (Non-recurring)		-519
9. Sec. 308 Admin. Expense Reduction		-22
II. Net Increase/Decrease Requested	-1	26,102
III. Total Appropriation Request, 1995	4,689	\$357,966

LIBRARY OF CONGRESS Total Funds Available - All Sources			
	Fiscal 1993 Actual	Fiscal 1994 Budget	Fiscal 1995 Estimate
Annual appropriation to the Library of Congress:			
Title II	\$252,808,000	\$250,813,000	\$272,259,000
Title I	57,291,000	56,718,000	60,411,000
	\$310,099,000	\$307,531,000	\$332,670,000
Receipts:			
Sale of catalog cards and publications	6,653,551	7,500,000	7,869,000
Copyright fees	14,243,717	14,500,000	14,500,000
Licensing fees	2,217,000	2,333,000	2,927,000
Annual appropriations for Library Buildings to the Architect of the Capitol:			
Structural and Mechanical Care	9,733,000	9,974,000	10,785,000
Gift and Trust Funds	7,612,000	8,792,000	10,160,000
Revolving Funds	7,614,000	8,175,000	8,706,000
Reimbursable Program	63,586,000	68,106,000	74,386,000
Total	\$421,758,268	\$426,911,000	\$462,003,000

LIBRARY OF CONGRESS Number of Positions by Source of Funds, Fiscal Year 1994			
Source of Funds	Title II	Title I	Total
Support from direct appropriations for regular authorized positions.....	3,855	835	4,690
Support from direct appropriations for temporary, indefinite, and local staff in overseas offices	328	36	364
Support from appropriated funds transferred from other Federal agencies (administrative overhead)	26	---	26
Subtotal	4,209	871	5,080
Support from appropriated funds transferred from other Federal agencies	164	---	164
Total support from appropriated funds	4,373	871	5,244
Support from gift and trust funds	49	---	49
Support from revolving funds	148	---	148
GRAND TOTAL	4,570	871	5,441

LIBRARY OF CONGRESS				
Statement of Receipts, Treasury Department General Fund Account				
	Fiscal 1993 Actual	Fiscal 1994 Estimate	Fiscal 1995 Estimate	
Receipts from sale of catalog cards and publications	\$0	\$0	\$0	
Receipts from Copyright fees	0	0	0	
Other miscellaneous receipts	103,000	0	0	
Total receipts into the general fund account	\$103,000	\$0	\$0	
Statement of Receipts, Payments to Copyright Owners *				
Receipts from Fees, Jukebox and Cable Television	\$201,375,997	\$237,000,000	\$237,000,000	
Receipts from Interest on Investments in Public Debt Securities	11,400,497	13,000,000	13,000,000	
Total receipts into the general fund account	\$212,776,494	\$250,000,000	\$250,000,000	

* Funds are received by the Copyright Office and are disbursed at the direction of the Copyright Royalty Tribunal.

LIBRARY OF CONGRESS New Positions Requested by Grade Level Fiscal Year 1995						
Grade	Salaries and Expenses, LC			Copyright		Total
	Decrease	Increase	Net	Office		
GS-15	---	---	---	1		1
GS-14	-1	1	---	---		---
GS-13	---	1	1	---		1
GS-12	-7	5	-2	3		1
GS-11	-2	1	-1	---		-1
GS-10	---	---	---	---		---
GS-09	-2	1	-1	---		-1
GS-08	---	---	---	---		---
GS-07	-2	2	---	---		---
GS-06	-1	---	-1	1		---
GS-05	-2	---	-2	---		-2
GS-04	---	---	---	---		---
GS-03	---	---	---	---		---
GS-02	---	---	---	---		---
GS-01	---	---	---	---		---
Wage Board	---	---	---	---		---
TOTAL	-17	11	-6	5		-1

GLOSSARY OF PRICE LEVEL (INFLATION) INCREASES

This statement provides the methodology for most price level increases displayed in the form of tables for the accounts which follow. Price level or inflationary cost increases projected in the budget are primarily of a cost-recovery nature. The Library has already experienced these increases in the past year or has some indication that it will incur them in the current fiscal year. The method of computation of increases for each of the object classes will vary to some extent, but generally it takes the following pattern:

Price Level estimates for the upcoming budget year are put together in July of each year after having three-quarters of a year's cost experience. The Library takes the actual inflationary increases sustained for three quarters over the past fiscal year, estimates the fourth quarter costs at the same rate, and projects that percent of increase to the budget request. There are exceptions to this method, however, such as the Government Printing Office printing inflationary rate which is determined by GPO and transmitted to all government agencies before the budget request is put together. The specific method of calculation for each object class item is as follows:

Travel

We survey any commercial air fare rate increase we have experienced, plus per diem increases, if any, factor in any economies attributable to General Services Administration contract air service, and arrive at a percent of increase over the past fiscal year. The rate varies, of course, from year to year. Public Law 99-234, Federal Civilian Employee and Contractor Travel Expenses Act of 1985, enacted January 2, 1986, removed the statutory ceilings on per diem and actual subsistence and authorized GSA to set maximum rates. Air travel and per diem costs increases in fiscal 1993 by approximately 6 percent against all Library of Congress travel budgets.

Rental of Equipment

The request for increase in the price level for rental of equipment is based on an annual survey conducted to show projected rate increases announced by equipment leasing vendors.

Printing

Price level increases are based on advice received from the Government Printing Office in a Circular Letter usually issued in April or May of each year forecasting the percent of increase for the budget year.

LIBRARY OF CONGRESS

GLOSSARY OF PRICE LEVEL (INFLATION) INCREASES (continued)

Photoduplication

Increases are based on revised price increases periodically announced by the Photoduplication Service which reflect increases in labor, supplies, and materials experienced by the Service.

Other Services

The account provides for contract services by private vendors and contractors. Increases are based on surveys of actual or expected cost increases in the current year.

Training

A comparison of tuition rates charged by the colleges and universities most frequently attended by employees for the current year and the upcoming year determines the percentage of increase requested.

Maintenance and Repairs of Equipment

Since most repairs are accomplished on the basis of maintenance contracts, the request is based on the inflationary increases in the costs of these contracts.

Custodial Services

The custodial services for the Madison Building are handled under a contract which provides for an annual supplemental based on an analysis of inflationary costs in the Washington, D. C., area. The requested increase is based on this analysis.

Supplies and Materials

The requested increase is based on the percentage of increase experienced in the costs of supplies and materials during the current year as compared to the previous year.

Other Object Classes

Price level cost increases for other sub-object classes too numerous to mention are projected in a similar manner.

LIBRARY OF CONGRESS

Salaries and Expenses

LIBRARY OF CONGRESS SALARIES AND EXPENSES

Total	Offsetting Collections	Regular Bill
-------	---------------------------	--------------

1994 Budget	\$202,250,000	- \$7,500,000	\$194,750,000
1995 Estimate	<u>213,205,000</u>	- <u>7,869,000</u>	<u>205,336,000</u>
Net Increase	+ \$ 10,955,000	- \$ 369,000	+ \$ 10,586,000

Mandatory	+ \$ 8,954,400
Price level	+ 1,700,600
Growing workload ..	+ <u>300,000</u>
Total	+ <u>\$10,955,000</u>

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. MANDATORY ITEMS

Summary

	<u>Increase</u>
A. Ingrades and reallocations	+ \$ 1,698,888
B. Annualization of 1994 locality raise	+ 2,079,300
C. Pay raise, effective January 1995	+ 3,105,400
D. Locality pay, effective January 1995	+ 2,525,900
E. Accident compensation	+ 123,322
F. One day less	<u>- 584,942</u>
Total, Mandatory Items	+ \$ 8,947,868

Mandatory \$8,947,868

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. MANDATORY ITEMS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Mandatory increases + \$ 8,947,868

A. Ingrades and reallocations + \$ 1,698,888

Funds are requested to cover ingrade and reallocation increases.

Salaries \$1,427,290
Personnel benefits 271,598
\$1,698,888

B. Annualization of 1994 locality raises + \$ 2,079,300

This increase is necessary to provide for annualization of the 1994 locality raise, effective in January 1994. Included in this amount is \$402,800 to provide for annualization of the 1994 pay raises for the foreign staff in the Library of Congress field offices.

Salaries \$1,682,700
Personnel benefits 396,600
\$2,079,300

C. Pay raise effective January 1995 + \$ 3,105,400

This increase is necessary to provide for a 2.6 percent pay increase effective January 1995.

Salaries \$2,614,400
Personnel benefits 491,000
\$3,105,400

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

1. MANDATORY ITEMS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Mandatory increases (continued)

D. Locality pay effective January 1995 + \$ 2,525,900

This increase is necessary to provide for a 2.1 percent
locality pay increase effective January 1995.

Salaries \$2,126,600
Personnel benefits 399,300
\$2,525,900

E. Accident compensation - reimbursement to Employees' Compensation Fund + \$ 123,322

The Library's reimbursement to the Bureau of Employee's Compensation for benefits and other
payments for fiscal 1993 is more than the amount budgeted for those purposes as follows:

Fiscal 1993 cost = \$1,012,541 | Amount available = \$889,219

F. Less: One extra day - \$ 584,942

Fiscal 1995 has 260 days, one less than fiscal 1994.

Salaries - \$495,715
Personnel benefits 89,227
- \$584,942

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

SUMMARY

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Purchase of Library Materials						
(1) Books for the Collections		\$ 7,040,600		\$ 7,394,600		+ \$ 354,000
(2) Books for the Law Library		1,086,400		1,138,400		+ 52,000
Total, Purchase of Books		\$ 8,127,000		\$ 8,533,000		+ \$ 406,000
B. Preparation of Books						
(1) Positions	1,164	\$53,320,409	1,164	\$53,320,409		+ \$ ----
(2) Non-personal services		5,159,551		5,630,251		+ 470,700
Total, Preparation of Books	1,164	\$58,479,960	1,164	\$58,950,660		+ \$ 470,700
	(160)		(160)			
C. Preservation of Library Materials						
(1) Positions	122	\$ 4,370,523	122	\$ 4,370,523		+ \$ ----
(2) Non-personal services		5,978,119		6,091,719		+ 113,600
Total, Preservation of Library Materials	122	\$10,348,642	122	\$10,462,242		+ \$ 113,600
	(3)		(3)			
D. Public Service/Collection Management I						
(1) Positions	377	\$16,476,593	382	\$16,711,593	+ 5	+ \$ 235,000
(2) Non-personal services		1,067,355		1,093,855		+ 26,500
Total, Public Service/Collection Mgmt. I	377	\$17,543,948	382	\$17,805,448	+ 5	+ \$ 261,500
	(8)		(8)			
Total, Collections Services	1,663	\$94,499,550	1,668	\$95,751,350	+ 5	+ \$1,251,800
	(171)		(171)			

Price level + \$1,016,800
 Growing workload + 5 + 235,000
 Total + 5 + \$1,251,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
A. Purchase of Library Materials

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount
	\$ 7,040,600		\$ 7,394,600		+ \$ 354,000
	1,086,400		1,138,400		+ 52,000
	\$ 8,127,000		\$ 8,533,000		+ \$ 406,000

(1) Books for the Collections
 (2) Books for the Law Library
 Total, Purchase of Library Materials

Price level + \$ 406,000
 Growing workload +
 Total + \$ 406,000

2. COLLECTIONS SERVICES
A. Purchase of Library Materials

General statement

The Purchase of Library Materials program provides for the acquisition of materials for the Library's collections. The program is administered by the Office of The Associate Librarian for Collections Services in conjunction with Constituent Services, the Law Library, and the Collections Policy Committee. Materials purchased by the Library include essential publications which are not available through copyright deposit, transfer from other federal agencies, gift, domestic and international exchange, or by provisions of state and federal law. Many of these materials are foreign publications. The Library maintains overseas offices and arrangements with book dealers, agents, and publishers to ensure efficient and prompt acquisition of current foreign publications of research value for itself and many other research libraries on a world-wide basis.

The Purchase of Library Materials program will require \$8,533,000 in fiscal 1995 to sustain purchasing power at fiscal 1993 levels. This represents a price level increase of \$406,000 over fiscal 1994.

Several trends point to the need for growing workload increases, including a continuing demand for new machine-readable materials for both the Law and general collections and, as part of the Library's security measures, the requirement to acquire replacement copies for those materials that have been stolen or mutilated. However, we are identifying alternatives to meeting those needs instead of requesting a growing workload increase. These alternatives include improving the acquisition process by implementing more selective collections policy statements and reducing the volume and corresponding cost of handling unwanted materials.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
A. Purchase of Library Materials

Justification of Increases and Decreases

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Price Level		\$8,127,000		\$8,533,000		+ \$ 406,000
Growing Workload		-----		-----		-----
Total		\$8,127,000		\$8,533,000		+ \$ 406,000
		-----		-----		-----

Price Level

Collections Services is requesting an increase of \$406,000 (or 5 percent) to maintain the purchasing power for books, machine-readable works, special collections, and other library materials. In fiscal 1992, the dollar fell significantly against the major currencies of Western Europe and Japan. Although the Library benefitted from a stronger dollar and moderating rates of inflation in most of Western Europe during fiscal 1993, this was overshadowed by a significantly weaker dollar against the Japanese yen and high rates of inflation in Latin America. Recognizing that these factors can fluctuate unpredictably, the Library conducted a study of the average price paid for all forms of material from fiscal 1985 through fiscal 1992, and based on this information, projected the average price from fiscal 1993 through fiscal 1995. Based on the results of this study, an increase of \$354,000 is requested for the general collections and \$52,000 is requested for legal materials.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
A. Purchase of Library Materials

Additional Information

			1995 Increase		
FY 1994 Budget	FY 1995 Estimate	Price Level	Growing Workload	Total	
3100 Books and Library Materials	\$ 8,127,000	\$ 8,533,000	\$ 406,000	\$ ----	\$ 406,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions:

Permanent
Indefinite positions (foreign)

1,164	\$51,403,150	1,164	\$51,403,150		
(160)	1,917,259	(160)	1,917,259		
1,164	\$53,320,409	1,164	\$53,320,409		
(160)		(160)			

(2) Non-personal services:

Price level
Growing workload

\$ 5,159,551	\$ 5,630,251		\$ 470,700
\$ 5,159,551	\$ 5,630,251		\$ 470,700

Total, Preparation of Books

1,164	\$58,479,960	1,164	\$58,950,660		\$ 470,700
(160)		(160)			

Price level + \$ 470,700
Growing workload +
Total + \$ 470,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

General Statement

The preparation of books activity, administered by the Office of the Associate Librarian for Collections Services, includes coordination of collection development policy for the Library of Congress, the acquisition of materials from all over the world, and the creation of the bibliographic records which not only assure access to the Library's vast collections, but also provide basic bibliographic information in standard form for libraries throughout the United States and the world. This activity also includes the Cataloging in Publication program which speeds the availability of bibliographic data through pre-publication cataloging by the Library. Publishers supply a copy of the book itself for inclusion in the collections.

Collections Services can claim some notable accomplishments in fiscal 1993. In support of the Library's own information needs, 914,754 items were purchased and 260,957 titles were cataloged; 1,663,415 periodicals, journals, and other serials were processed for use by our patrons; and approximately \$6.1 million worth of high research value materials were acquired for our collections through exchange, gift, and other non-purchase means. As a result of the overseas field offices, approximately 671,000 pieces were acquired through exchange or purchase for the use of the ninety-nine (99) participating libraries throughout the United States.

To sustain current activities and services, the preparation of books activity will require a total of \$58,950,660 in fiscal 1995, representing a price level increase of \$470,700 over fiscal 1994.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books
(1) Basic

Justification of Increases and Decreases

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(2) Non-personal services		\$2,898,221		\$2,928,491		+ \$ 30,200
Price level						+ \$ 30,200

	FY 1994		FY 1995	
	Base		Increase	
Travel	\$178,873	\$10,600	6%	
Rental of Equipment	\$9,550	\$300	3%	
Printing	\$43,367	\$600	1%	
Photoduplication	\$300,960	\$12,000	4%	
Tuition and Training	\$76,655	\$5,400	7%	
Professional & Consultant Services ..	\$36,700	\$600	2%	
Maintenance & Repair to Equipment ..	\$2,000	\$100	5%	
Data Base Services	\$6,800	\$400	6%	
Computer Software	\$38,260	\$200	1%	

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books
(2) Overseas Operations

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	Amount

Price Level \$ 2,261,260 \$ 2,701,760 + \$ 440,500

Overseas Offices - Inflationary Increases + \$ 440,500

The American embassies in the countries where the Library of Congress field offices are located furnished the inflationary estimates for fiscal 1995 to the Overseas Operations Division. The price level increase estimates listed below are based on the embassies' official projections for cost increases in fiscal 1995 and the rental payment for the India Office. An additional 10% increase for Foreign Affairs Administrative System (FAAS) charges is necessary because the Department of State is realigning assignment of costs between itself and FAAS agencies at post. This will be effected by transferring "core," or State Department dedicated positions, to Distributed Administrative Support (DAS), or agency dedicated positions. Furthermore, other costs which are now incurred by the State Department will be assigned to agencies. The 10% figure represents our estimate of the impact of the above on FAAS costs.

PRICE LEVEL INCREASES		
Office	Percent Increase	Non-Personal Increase
Brazil	15%	\$ 15,200
Kenya	25%	64,300
Egypt	15%	54,500
Pakistan	10.5%	21,800
India	15%	238,100
Indonesia	10%	46,600
Total Price Level Increase		\$440,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
B. Preparation of Books

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2100 Travel*.....	\$ 255,750	\$ 291,750	\$ 36,000	\$	\$ 36,000
2101 Regular Travel	105,683	112,083	6,400		6,400
2102 Attendance at Meetings	27,515	29,115	1,600		1,600
2103 Local Travel	475	475			
2106 Acquisitions Travel	40,400	42,800	2,400		2,400
2108 Travel - User Group	4,800	5,000	200		200
2200 Transportation of Things*	101,950	109,150	7,200		7,200
2201 Transportation of Things	171,854	171,854			
2202 Transportation of Household Effects	5,600	5,600			
2300 Rent, Communications, Utilities* ...	410,900	624,900	214,000		214,000
2301 Postage	410,000	410,000			
2302 Postage - Military Postal Service ..	107,200	107,200			
2303 Postage - Overseas Mail Drop	55,000	55,000			
2310 Local Telephone	80,200	80,200			
2320 Long Distance Telephone	58,000	58,000			
2321 Long Distance Telephone - Data Comm.	2,500	2,500			
2327 Teletype etc.	7,000	7,000			
2330 Rental of Equipment	9,550	9,850	300		300
2340 Rental of Computer Software	2,000	2,000			
2360 Rental, Miscellaneous	425	425			
2400 Printing and Reproduction*	54,250	62,350	8,100		8,100
2410 Printing, General	19,000	19,000			
2420 Printing, Publications	24,367	24,967	600		600
2430 Photoduplication	300,960	312,960	12,000		12,000
2440 Offset Reproduction	17,900	17,900			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

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2. COLLECTIONS SERVICES
B. Preparation of Books

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2500 Other Services*	\$ 665,310	\$ 753,310	\$ 88,000	\$	\$ 88,000
2501 Other Services, Miscellaneous	207,947	207,947			
2515 Services of Other Agencies	563,900	620,300	56,400		56,400
2520 Tuition and Training	76,655	82,055	5,400		5,400
2535 Training Contracts	10,000	10,000			
2541 Health Services	2,000	2,000			
2542 Storage of Household Effects	5,000	5,000			
2550 Professional & Consultant Services ..	36,700	37,300	600		600
2550 West Africa Cost/Benefit Analysis ..	100,000	100,000			
2560 Maintenance & Repair to Equipment ..	2,000	2,100	100		100
2580 Data Base Services	6,800	7,200	400		400
2582 Network Services	690,000	690,000			
2600 Supplies and Materials*	209,200	240,000	30,800		30,800
2610 Computer Software	38,260	38,460	200		200
2611 Automation Supplies	2,000	2,000			
2650 Pamphlets and Documents	13,500	13,500			
3103 Bibliographic Services**	257,000	257,000			
Total, Non-personal Services	\$5,159,551	\$5,630,251	\$470,700	\$	\$ 470,700

* Overseas Offices
** Central America book dealer contract
(hard-to-obtain materials)

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

SUMMARY

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions:

Permanent	122	\$ 4,293,731	122	\$ 4,293,731	\$
Indefinite positions	(3)	76,792	(3)	76,792	

(2) Non-personal services:

Price level		\$ 5,978,119		\$ 6,091,719	+ \$ 113,600
Growing workload					+
				\$ 6,091,719	+ \$ 113,600

Total, Preservation of Library Materials	122	\$10,348,642	122	\$10,462,242	+ \$ 113,600
	(3)		(3)		

Price level	+ \$ 113,600
Growing workload	+
Total	+ \$ 113,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

C. Preservation of Library Materials

General Statement

A primary mission of the Library of Congress is to preserve its vast and irreplaceable collections for the benefit of Congress and the American public. An active preservation program facilitates current access to the collections, but it also focuses on preservation activities that enable the Library to put important materials into an information base for survival and use in the 21st century. Significant cultural materials will survive for use by future generations after being preserved only if their physical security is also assured. Thus, the Library's preservation and security initiatives cannot be separated; the materials especially subject to theft - those that have historic, monetary, or artifactual value - are also likely to be those for which preservation treatment is a high priority.

The Library of Congress Preservation Directorate is under the general direction of the Associate Librarian for Collections Services. The individual offices handle contract binding, rebinding, and repair of materials; prepare collections for microfilming and other appropriate reformatting to preserve their content; provide expert conservation treatment for the Library's rare collections and national treasures; conduct invaluable laboratory research and testing of varied Library media and phenomena of degradation in order to ensure long-term preservation of materials; provide essential preservation-related training to Library staff who are engaged in handling and servicing collections as well as preservation reference services; and provide technical and fiscal support services to the Library's custodial divisions in order to protect from loss important information recorded on deteriorating materials, including paper, photographs, motion picture film, and sound and video recordings.

The Preservation Directorate requires a total of \$10,462,242 to support its services in fiscal 1995. Additional resources required in fiscal 1995 to accomplish Preservation's objectives total \$113,600 in price level increases.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services \$5,978,119 \$6,091,719 + \$ 113,600

Price level + \$ 113,600

	FY 1994		FY 1995	
	Base		Increase	
Travel	\$63,447	\$3,900	6%	
Photoduplication	\$30,500	\$1,200	4%	
Other Services, Miscellaneous	\$882,575	\$58,200	7%	
Tuition and Training	\$5,000	\$300	6%	
Professional & Consultant Services ..	\$37,000	\$1,500	4%	
Computer Software	\$10,000	\$600	6%	
Subscriptions	\$526,106	\$21,000	4%	
Microreproduction	\$671,273	\$26,900	4%	

LIBRARY OF CONGRESSES
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 60,747	\$ 64,447	\$ 3,700	\$	\$ 3,700
2102 Attendance at Meetings	2,700	2,900	200		200
2201 Transportation of Things	16,550	16,550			
2301 Postage	3,000	3,000			
2401 Binding, GPO	985,000	985,000			
2402 Commercial Binding	53,570	53,570			
2403 Binding, Serials	915,203	915,203			
2430 Photoduplication	30,500	31,700	1,200		1,200
2440 Offset Reproduction	5,000	5,000			
2501 Other Services, Miscellaneous	882,575	940,775	58,200		58,200
2520 Tuition and Training	5,000	5,300	300		300
2550 Professional and Consultant Services	37,000	38,500	1,500		1,500
2580 Data Base Services	7,700	7,700			
2610 Computer Software	10,000	10,600	600		600
2620 Laboratory Supplies	281,057	281,057			
2630 Binding Supplies	31,135	31,135			
2631 Conservation Supplies	78,280	78,280			
2632 Microfilm Preparation Supplies	8,135	8,135			
2640 Phased Conservation Supplies	385,978	385,978			
2680 Misc. Supplies and Materials	2,200	2,200			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
C. Preservation of Library Materials

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
3100 Books and Library Materials	\$ 4,500	\$ 4,500	\$	\$	\$
3102 Subscriptions	526,106	547,106	21,000		21,000
3105 Subscriptions not for LC Collections	15,000	15,000			
3120 Reformatting (Paper)	522,281	543,281	21,000		21,000
3131 Preservation Microfilm Replacement .	85,500	88,900	3,400		3,400
3132 Reformatting (Prints & Photos)	63,492	65,992	2,500		2,500
3133 Reformatting (Books)	600,000	600,000			
3134 Reformatting (Sound Record)	133,700	133,700			
3135 Motion Picture Replacement ..	10,800	10,800			
3140 Equipment	54,100	54,100			
3141 Equipment - Conservation	10,800	10,800			
3142 Equipment - Research	150,510	150,510			
Total, Non-personal Services	\$5,978,119	\$6,091,719	\$113,600	----	\$ 113,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

D. Public Service and Collection Management I

SUMMARY

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positional:

Permanent
Indefinite positions
Motion Picture Preservation
Renovation and Restoration
Special and Temporary

377	\$16,232,144	382	\$16,467,144	+ 5	+ \$ 235,000
(6)	207,644	(6)	207,644		----
(5)	[183,317]	(5)	[183,317]		----
(1)	[24,327]	(1)	[24,327]		----
(2)	36,805	(2)	36,805		----
377	\$16,476,593	382	\$16,711,593	+ 5	+ \$ 235,000
(8)		(8)			----

(2) Non-personal services:

Price level
Growing workload

	\$ 1,067,355		\$ 1,093,855	+ \$	26,500
	----		----		----
	\$ 1,067,355		\$ 1,093,855	+ \$	26,500

Total, Public Service/Collection Mgmt. I

377	\$17,543,948	382	\$17,805,448	+ 5	+ \$ 261,500
(8)		(8)			----

Price level + \$ 26,500
Growing workload + 5 + 235,000
Total + 5 + \$ 261,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

D. Public Service and Collection Management I

General Statement

The Public Service and Collection Management I (PSCM I) Directorate is responsible for collecting, processing, preserving, and providing reference and curatorial services for the bulk of the Library's collections, approximately 75 million items, including the Library's most valuable, and in many cases, unique collections: manuscripts, rare books, prints, photographs, maps, atlases, music, motion pictures, sound recordings, videotapes, and other materials in African, Middle Eastern, and Asian languages.

To achieve these objectives, the Library is requesting a total \$17,805,448 representing a price level increase of \$26,500. The total requirement further includes a \$235,000 growing workload increase to support the realignment of five (5) former American Memory positions within Collections Services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions 377 \$16,476,593 382 \$16,711,593 + 5 + \$ 235,000

a. Realignment of American Memory Positions + 5 + \$ 235,000

Anticipating the transformation of the American Memory program as mandated by Congress, the Library has already realigned ten (10) of the American Memory staff members to other positions within the Library. Collections Service has placed five (5) staff members in positions in three (3) of its custodial divisions to assist primarily with arreage reduction efforts and other divisional activities. The Music Division received one (1) GS-12 Librarian, the Prints and Photographs Division two (2) GS-07 Processing Assistant and one (1) GS-12 Cataloger, and the Motion Picture/Broadcasting/Recorded Sound Division one (1) GS-12 Reference Librarian.

Fiscal 1994 American Memory funds are available to support these five (5) positions in Collections Services. However, since Congress has not authorized funds specifically for American Memory beyond fiscal 1994, the Library requests \$235,000 to support the salaries and benefits of five (5) positions in fiscal 1995. The absorption of locality pay and the resultant severe fiscal constraints preclude Collections Services from absorbing the cost of these five (5) positions in fiscal 1995 without a further deterioration in services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

D. Public Service and Collection Management I

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

American Memory

Positions:	1 GS-12 Cataloger	\$ 63,723
	1 GS-12 Librarian (Music)	56,480
	1 GS-12 Reference Librarian	54,152
	2 GS-07 Processing Assistants	60,645
Total		<u>\$235,000</u>

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES
D. Public Service and Collection Management I

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services \$1,067,355 \$1,093,855 + \$ 26,500

Price level + \$ 26,500

	FY 1994		FY 1995	
	Base	Increase	Base	Increase
Travel	\$65,665	\$1,800	3%	
Printing	\$6,750	\$200	3%	
Photoduplication	\$88,460	\$3,500	4%	
Other Services, Miscellaneous	\$323,000	\$12,700	4%	
Professional & Consultant Services .	\$172,500	\$7,200	4%	
Data Base Services	\$3,800	\$200	5%	
Computer Software	\$14,990	\$900	6%	

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

D. Public Service and Collection Management 1

Additional Information

New positions requested

Motion Picture/Broadcasting/Recorded Sound Division

1 GS-12 Reference Librarian \$ 43,887 \$ 10,265 \$ 54,152

Music Division

1 GS-12 Librarian (Music) \$ 45,773 \$ 10,707 \$ 56,480

Prints and Photographs Division

1 GS-12 Cataloger \$ 51,643 \$ 12,080 \$ 63,723

2 GS-07 Processing Assistants 49,149 11,496 60,645

3 \$100,792 \$ 23,576 \$124,368

5 Total, new positions requested \$190,452 \$ 44,548 \$235,000

Salaries	Benefits	Total
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LIBRARY OF CONGRESS
SALARIES AND EXPENSES

2. COLLECTIONS SERVICES

D. Public Service and Collection Management I

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 52,830	\$ 53,930	\$ 1,100	\$	\$ 1,100
2102 Attendance at Meetings	12,835	13,535	700		700
2103 Local Travel	130	130			
2301 Postage	30,500	30,500			
2310 Local Telephone	40,000	40,000			
2320 Long Distance Telephone	7,500	7,500			
2410 Printing, General	6,750	6,950	200		200
2430 Photoduplication	88,460	91,960	3,500		3,500
2440 Offset Reproduction	5,000	5,000			
2501 Other Services, Miscellaneous	323,000	335,700	12,700		12,700
2515 Services of Other Agencies	2,500	2,500			
2520 Tuition and Training	20,000	20,000			
2550 Professional & Consultant Services ..	172,500	179,700	7,200		7,200
2580 Data Base Services	3,800	4,000	200		200
2601 Office Supplies	75,000	75,000			
2610 Computer Software	14,990	15,890	900		900
2620 Laboratory Supplies	113,460	113,460			
2621 Spare Parts and Other Materials	3,100	3,100			
3100 Books and Library Materials	75,000	75,000			
3140 Equipment	20,000	20,000			
Total, Non-personal Services	\$1,067,355	\$1,093,855	\$ 26,500	----	\$ 26,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Constituent Services

(1) Positions
 (2) Non-personal services
 Total, Constituent Services

438	\$20,101,085	442	\$20,341,085	+ 4	+ \$ 240,000
	498,890		630,390		+ 131,500
438	\$20,599,975	442	\$20,971,475	+ 4	+ \$ 371,500
(107)		(107)			

B. Cataloging Distribution Service

(1) Positions
 (2) Non-personal services
 Total, Cataloging Distribution Service ..

126	\$ 5,523,059	126	\$ 5,523,059		
	5,311,600		5,680,500		+ 369,000
126	\$10,834,659	126	\$11,203,559		+ \$ 369,000
(5)		(5)			

C. American Memory - Pilot

(1) Positions
 (2) Non-personal services
 Total, American Memory - Pilot

16	\$ 603,480	--	\$ -----	- 16	- \$ 603,480
	415,520		-----		- 415,520
16	\$ 1,019,000	--	\$ -----	- 16	- \$1,019,000

Total, Constituent Services

580	\$32,453,634	568	\$32,175,134	- 12	- \$ 278,500
(112)		(112)			

Price level + \$ 83,500
 Growing workload + 4 - 16 - 362,000
 Total - \$ 278,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions:

Permanent
Indefinite Positions
Collection Control Center
Hispanic Division
National Reference Service
Renovation/Restoration
Security
Special and Temporary

438	\$17,713,736	442	\$17,953,736	+	4	+	\$	240,000
(69)	1,805,374	(69)	1,805,374					----
[3]	[80,395]	[3]	[80,395]					----
[2]	[65,210]	[2]	[65,210]					----
[7]	[249,113]	[7]	[249,113]					----
[13]	[365,347]	[13]	[365,347]					----
[44]	[1,045,309]	[44]	[1,045,309]					----
[38]	581,975	[38]	581,975					----
438	\$20,101,085	442	\$20,341,085	+	4	+	\$	240,000
(107)		(107)						----

(2) Non-personal services:

Price level
Growing workload

\$	498,890	\$	513,390	+	\$	14,500
----		----				
\$	498,890	\$	630,390	+	\$	131,500

Total, Constituent Services

438	\$20,599,975	442	\$20,971,475	+	4	+	\$	371,500
(107)		(107)						----

Price level + \$ 14,500
Growing workload + 4 + 357,000
Total + 4 + \$ 371,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES

A. Constituent Services

General Statement

The mission of Constituent Services is to serve the Congress, libraries, Government agencies, scholars, the productive private sector, and the general public by using the Library's rich resources and collections to develop, market, and provide products and services that sustain and contribute to the advancement of thought and knowledge throughout the United States and the world.

The Associate Librarian for Constituent Services is responsible for the general administration of the service unit, the long-range planning and coordination of departmental activities, the formulation and presentation of policy recommendations to the Library Management Team, the coordination of work with other service units of the Library, especially Collections Services, and liaison with other libraries and organizations.

The activities of Constituent Services are organized into six major areas: public service and collections management, development and distribution of Library products and services, service to the blind and physically handicapped constituents of the nation, collections policy, education programs, and coordination of Federal library and information resources. Responsibility for each of these areas is assigned to a director who serves on the Constituent Services Management Team and works under the general policy direction of the Associate Librarian for Constituent Services.

The Office of the Associate Librarian for Constituent Services also provides direction for the American Memory Pilot Project, the Library's pioneering effort to share its unique collections with the nation's schools and libraries via new electronic technology. In fiscal 1994, the Congress approved continuation of funding for the American Memory Pilot Project for a period of one year. In fiscal 1995, the pilot project will be discontinued with a reduction in the budget of \$1,019,000. However, the major objective of the fiscal budget request for Constituent Services is to provide continuity and focus to the Library's digital efforts overall through a small core staff. To meet this objective, Constituent Services requests 4 new positions at a cost of \$240,000.

Further increases are needed for non-personal services, including \$14,500 for price level increases and \$117,000 for growing workload increases in connection with Constituent Services' objective to provide continuity and focus to the Library's digital efforts overall.

Constituent Services requires a total of \$20,971,475 to support its services in fiscal 1995. This amount includes an increase of \$371,500 over fiscal 1994.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	438	\$20,101,085	442	\$20,341,085	+ 4	+ \$ 240,000
a. To provide continuity and focus to the Library's digital efforts					+ 4	+ \$ 240,000

Since the American Memory Pilot Project will be discontinued after fiscal 1994, Constituent Services requests four (4) positions in fiscal 1995 to provide continuity and focus to the Library's digital efforts overall, through a small core staff, benefiting preservation, storage, and retrieval, as well as access. The Library plans to work collaboratively with the private sector to deliver these collections to the Nation. The core staff of 4 persons would: (1) oversee the establishment of private sector partnerships that will provide Library collections to the American people, and (2) provide the internal know-how and infrastructure for creating digital systems to support the Library's goals and objectives, including critical preservation activities.

The four positions requested are:

1	GS-14 Coordinator	\$ 82,690
1	GS-12 Assistant Coordinator	69,671
1	GS-11 Computer Specialist	50,681
1	GS-09 Program Assistant	36,958
4		<u>\$240,000</u>

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	No. Amount
(2) Non-personal services		\$ 498,890		\$ 630,390 + \$ 131,500
Price level				+ \$ 14,500

	FY 1994	FY 1995
	Base	Increase
Travel	\$35,815	\$2,100 6%
Printing	\$15,650	\$500 3%
Photoduplication	\$88,895	\$3,600 4%
Other Services, Miscellaneous	\$16,700	\$1,200 7%
Tuition and Training	\$30,410	\$2,100 7%
Professional & Consultant Services	\$21,200	\$900 4%
Data Base Services	\$66,800	\$4,100 6%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services (continued)

Growing Workload

+ \$ 117,000

In fiscal 1995, funding is requested to support the Library's effort to provide continuity and focus to its overall digital efforts. These funds are needed to support the establishment of private-sector partnerships to disseminate Library collections and to help build an internal infrastructure that will support the digitization of selected Library collections. The funds requested will provide professional and consulting services, training, computer software, travel, printing, duplication, telephone, etc.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information

Salaries	Benefits	Total
----------	----------	-------

New positions requested

a. To provide continuity and focus to the Library's
digital efforts + 4

Library Distribution Service

1	GS-14	Coordinator	\$ 65,834	\$ 17,528	\$ 83,362
1	GS-12	Assistant Coordinator	54,605	14,539	69,144
1	GS-11	Computer Specialist	39,722	10,576	50,298
1	GS-09	Program Assistant	29,375	7,821	37,196
4			\$ 189,536	\$ 50,464	\$ 240,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
A. Constituent Services

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 24,670	\$ 41,170	\$ 1,500	\$ 15,000	\$ 16,500
2102 Attendance at Meetings	11,145	11,745	600		600
2103 Local Travel	120	120			
2201 Transportation of Things	0	1,000		1,000	1,000
2301 Postage	126,600	126,600			
2310 Local Telephone	57,500	58,500		1,000	1,000
2320 Long Distance Telephone	39,200	39,200			
2410 Printing, General	15,650	18,650	500	2,500	3,000
2430 Photoduplication	88,895	99,995	3,600	7,500	11,100
2501 Other Services, Miscellaneous	16,700	18,900	1,200	1,000	2,200
2520 Tuition and Training	30,410	41,510	2,100	9,000	11,100
2550 Professional & Consultant Services	21,200	87,100	900	65,000	65,900
2580 Data Base Services	66,800	70,900	4,100		4,100
2601 Office Supplies	0	2,000		2,000	2,000
2610 Computer Software	0	13,000		13,000	13,000
Total, Non-personal Services	\$ 498,890	\$ 630,390	\$ 14,500	\$ 117,000	\$ 131,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions:

Permanent
Indefinite

126	\$ 5,326,308	126	\$ 5,326,308		\$ ---
(5)	196,751	(5)	196,751		---
126	\$ 5,523,059	126	\$ 5,523,059		\$ ---
(5)		(5)			---

(2) Non-personal services:

Price level
Growing Workload

	\$ 5,311,600		\$ 5,380,600		+ \$ 69,000
	---		300,000		+ 300,000
	\$ 5,311,600		\$ 5,680,600		+ \$ 369,000

Total, Cataloging Distribution Service.....

Less: CDS Receipts

Total Appropriation

126	\$10,834,659	126	\$11,203,659		+ \$ 369,000
	- 7,500,000		- 7,869,000		- 369,000
126	\$ 3,334,659	126	\$ 3,334,659		\$ ---
(5)		(5)			---

Price level + \$ 69,000
Growing workload + 300,000
Total + \$ 369,000

3. CONSTITUENT SERVICES

B. Cataloging Distribution Service

General Statement

Libraries throughout the United States and the world use Library of Congress products to provide ready-made cataloging for their materials, thereby avoiding expensive duplication of effort. Libraries may purchase this data directly from the Cataloging Distribution Service (CDS) on optical disk, computer tape, microfiche, as printed 3" x 5" cards, and in print publications. Many libraries receive the data in the form of a value-added product through a private sector vendor, who has purchased it from CDS. The Library's machine-readable cataloging (MARC) has become a primary resource in the burgeoning international information industry. As the Library begins to capture full-text and image data in machine-readable form, CDS will use its distribution technology to share that public investment with the information community as well.

CDS is required by law to charge for its products "a price which will cover their cost plus ten percentum added" (2 U.S.C. 150). This requirement to return cost plus ten percent is interpreted to apply across the sum of all products sold. Thus, on an annual basis, CDS management recommends product prices which, based on projected sales, will fulfill this legislated requirement while meeting or exceeding the earned receipt requirement established through the congressional budget process.

In 1993, the major accomplishments of the Cataloging Distribution Service included the release of the English language subset of the cataloging database on CD-ROM, CDMARC Bibliographic-English Only; the four-volume looseleaf training course, Cataloging Concepts; an expert guide for serials catalogers, The CONSER Cataloging Manual; and two new MARC Distribution services for vernacular cataloging data, MDS-Books Arabic and MDS-Chinese/Japanese/Korean Serials.

It is projected that sales in fiscal 1995 will expand from \$7.5 million to \$7,869,000. The anticipated increase is based upon: (1) The conversion of the 48-volume Library of Congress Classification Schedules to machine-readable format, providing the opportunity to publish a large number of new print editions, as well as CD-ROM and MARC distribution products; (2) an expanded international marketing effort to promote the use of the Library's cataloging database on CD-ROM and through the MARC Distribution Service; and (3) an expanded array of new CD-ROM titles on a new, state-of-the-art software platform.

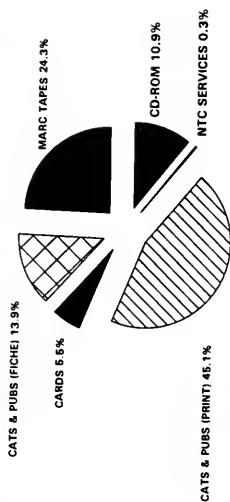
The Library is requesting a total of \$11,203,659 in fiscal 1995 to support this program. This includes \$69,000 for price level increases, and \$300,000 for expanded services. The net increase of \$369,000 is offset by an increase of \$369,000 in the earned receipt requirement.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

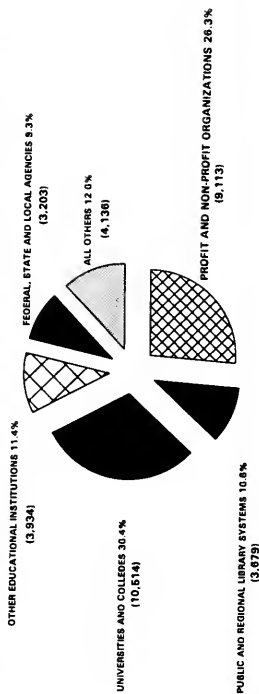
3. CONSTITUENT SERVICES

B. Cataloging Distribution Service

The Cataloging Distribution Service, or CDS, is the distribution arm for the Library's bibliographic and technical data. CDS develops, produces, markets, and distributes products and services for the Library of Congress to the national and international information communities. These products and services include computer tapes, catalog cards, technical publications, computer-output microfiche, and optical disks (CD-ROM). Total sales for 1993 reflect these categories in the following proportions:



In 1993 CDS's active customer base included approximately 34,579 mailing addresses in the United States and abroad. CDS customers represent all segments of the information community, as illustrated by the following chart:



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount
126	\$10,834,659	126	\$ 11,203,659		+ \$ 369,000
	- 7,500,000		- 7,869,000		- 369,000
126	\$ 3,334,659	126	\$ 3,334,659		\$
	(5)		(5)		

Cataloging Distribution Service
Less: CDS Receipts
(5)

From 1901 to fiscal 1978, the Library returned earned receipts from this program to the Treasury of the United States. All funds necessary to operate the Service were appropriated by the Congress. In 1977, the Senate with the concurrence of the House amended 2 U.S.C. 150 to allow earned receipts to be credited to the appropriation for necessary expenses for the preparation and distribution of catalog cards and other publications of the Library, effective October 1, 1977, and with a ceiling of \$6,500,000 (pages 54-55, Senate Report 95-338, accompanying H.R. 7932, Legislative Branch appropriation, 1978). In fiscal 1984, Congress approved a reduction of the ceiling to \$4,300,000, based on a substantial decrease in the number of card orders and the transition to computer output microform for some of the Library's major publications. In fiscal 1987, that ceiling was raised to \$4,700,000, and since then the ceiling has been raised annually to reach a level of \$7,500,000 in fiscal 1993. CDS receipts are based on the legislated requirement to return "cost plus ten percent" across the sum of all products sold to outside customers. Consistent with guidance from the Comptroller General of the United States, cost includes both direct and indirect costs associated with CDS products and services.

The Cataloging Distribution Service is anticipating \$7,869,000 in sales during fiscal 1995. Despite the discontinuation of non-MARC cards services in fiscal 1994, the steady decline in some microfiche and print products, and the increasing private sector competition for MARC distributions, other product categories (such as CD-ROM) continue to grow. In fiscal 1995, CDS plans to release a new improved software platform for its "CDMARC" product line and to expand the number of smaller databases

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES

B. Cataloging Distribution Service

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

available on CD-ROM. At the same time, in fiscal years 1994 and 1995, CDS will expand its international marketing efforts for the Library's machine-readable databases. The Library's cataloging for publications worldwide makes its database a rich and unique international resource; furthermore, the federal government may exercise its copyright to protect publicly-supported products and services from non-U.S. competitors.

A major new source of revenue for fiscal 1995 will be the machine-readable LC Classification Schedules, the Library's alphanumeric code for shelving library materials by subject category. Many U.S. libraries use the Library of Congress system for classifying their own collections; thus, the conversion of this 48-volume set will provide great efficiencies for libraries which can access the system on an automated system. It will also provide a cost-effective means by which the printed editions of the schedules can be kept up-to-date.

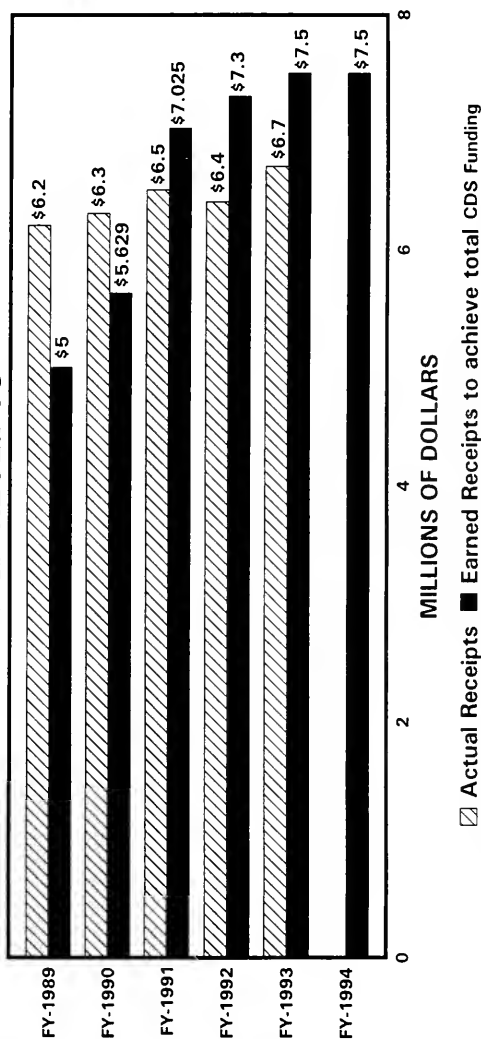
Increased revenues from CD-ROM products, from international sales of the Library's USMARC cataloging data, and from the various LC classification schedules products are expected to substantially exceed losses from declining products. Therefore, the Library proposes an increase of \$369,000 in the earned receipt requirement to offset the increased budget to support production costs.

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

EARNED RECEIPTS



LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services \$5,311,600 \$5,680,600 + \$ 369,000

Price level + \$ 69,000

	FY 1994	FY 1995
	Base	Increase
Travel	\$59,050	\$3,500 6%
Rental of Equipment	\$205,200	\$10,300 5%
Printing	\$22,700	\$800 4%
Photoduplication	\$2,600	\$100 4%
Other Services, Miscellaneous	\$400,908	\$27,000 7%
Tuition and Training	\$60,800	\$4,300 7%
Professional & Consultant Services ..	\$50,000	\$2,100 4%
Maintenance & Repair to Equipment ..	\$268,400	\$11,300 4%
Office Supplies	\$140,100	\$5,600 4%
Computer Software	\$50,000	3,000 6%
Automation Supplies	\$104,000	\$1,000 10%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services (continued)

Growing Workload + \$ 300,000
Printing, Publications + \$ 300,000

In fiscal 1993 and 1994, the Library has undertaken a major effort to convert its last remaining cataloging system--the LC Classification Schedules--to the new USMARC format. This conversion will not only allow librarians to access this system of alphanumeric subject codes on their automated systems, but will allow the Library to update the forty-eight (48) volume print edition on a regular basis. Some of the schedules have not been recompiled and updated by the Library during the last twenty to forty years. With an automated publication process, the Library will be able to issue updated schedules efficiently whenever major revisions in a given schedule warrant a new edition. In fiscal 1995, CDS may publish new editions of as many as twenty-four LC Classification Schedules. The printing costs for sales copies will be recovered in product sales.

In addition,, CDS will make the classification schedules available in machine-readable form through a MARC Distribution Service for online systems and a CD-ROM search-and-retrieval product for local use. The costs of the machine-readable products will be covered through reallocation of budget allotments for declining products, such as cards and microfiche.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 38,100	\$ 40,400	\$ 2,300	\$	\$ 2,300
2102 Attendance at Meetings	11,300	12,000	700		700
2103 Local Travel	200	200			
2108 Travel - User Group	9,650	10,150	500		500
2201 Transportation of Things	10,050	10,050			
2204 Transportation - UPS	300,000	300,000			
2301 Postage	275,000	275,000			
2303 Postage - Overseas Mail Drop	114,500	114,500			
2310 Local Telephone	44,300	44,300			
2320 Long Distance Telephone	20,000	20,000			
2327 Teletype, etc.	1,600	1,600			
2330 Rental of Equipment	205,200	215,500	10,300		10,300
2340 Rental of Computer Software	250,000	250,000			
2360 Rental, Miscellaneous	16,500	16,500			
2410 Printing, General	22,700	23,500	800		800
2412 Card Printing	150,000	150,000			
2420 Printing, Publications	1,353,000	1,653,000		300,000	300,000
2422 National Union Catalog		425,300			
2424 CD-ROM	500,000	500,000			
2430 Photoduplication	2,600	2,700	100		100
2440 Offset Reproduction	10,000	10,000			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
B. Cataloging Distribution Service

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2501 Other Services, Miscellaneous	\$ 400,908	\$ 427,908	\$ 27,000	\$	\$ 27,000
2516 Services of LC	336,592	336,592			
2520 Tuition and Training	60,800	65,100	4,300		4,300
2540 Security Investigations	800	800			
2550 Professional & Consultant Services ..	50,000	52,100	2,100		2,100
2560 Maintenance & Repair to Equipment ..	268,400	279,700	11,300		11,300
2563 Maintenance of Computer Software ...	125,000	125,000			
2580 Data Base Services	10,000	10,000			
2601 Office Supplies	140,100	145,700	5,600		5,600
2610 Computer Software	50,000	53,000	3,000		3,000
2611 Automation Supplies	104,000	105,000	1,000		1,000
2613 Automation Supplies - System Manuals	3,000	3,000			
2650 Pamphlets and Documents	2,000	2,000			
TOTAL, Non-personal services	\$ 5,311,600	\$ 5,680,600	\$ 69,000	\$ 300,000	\$ 369,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
C. American Memory - Pilot

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions:

Permanent	16	\$ 603,480	--	\$ ----	--	\$ 603,480
-----------------	----	------------	----	---------	----	------------

(2) Non-personal services:

Price level	\$ ----	\$ ----	--	\$ ----	--	\$ ----
Growing Workload	415,520	415,520	----	----	----	415,520
	\$ 415,520	\$ ----	----	----	----	\$ 415,520

Total, American Memory - Pilot	16	\$ 1,019,000	--	\$ ----	--	\$ 1,019,000
--------------------------------------	----	--------------	----	---------	----	--------------

Price level	\$ ----
Growing workload	16 - 1,019,000
Total	16 - \$1,019,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
C. American Memory - Pilot

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions 16 \$ 603,480 -- \$ ---- - 16 - \$ 603,480

(2) Non-personals \$ 415,520 \$ ---- - \$ 415,520

a. To discontinue the American Memory Pilot Project - 16 - \$1,019,000

In fiscal 1994, Congress approved continuation of funding for the American Memory Pilot for a period of one year. In fiscal 1995, the pilot project will be discontinued with a reduction in the budget of \$1,019,000.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
C. American Memory - Pilot

Additional Information

Positions to be abolished

(1) GS-14 American Memory Coordinator
(1) GS-12 Assistant American Memory Coordinator
(1) GS-12 Cataloger
(3.5) GS-12 Librarians
(1) GS-11 Computer Specialist
(1.5) GS-11 Librarians
(1) GS-09 American Memory Program Assistant
(1) GS-09 Manuscript Librarian
(2) GS-07 Processing Assistants
(1) GS-06 Processing Technician
(1) GS-05 Archives Technician
(1) GS-05 Clerk-Typist

(16)

Summary

1110 Salaries and Compensation	- \$463,801
1130 Special and Temporary	- 10,600
1150 Other Personnel Compensation	- 15,900
1210 Personnel Benefits	- 113,179
	<hr/>
	- \$603,480

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

3. CONSTITUENT SERVICES
C. American Memory - Pilot

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 15,000	\$ ----	\$ -	15,000	\$- 15,000
2201 Transportation of Things	2,000	----	-	2,000	- 2,000
2310 Local Telephone	1,000	----	-	1,000	- 1,000
2330 Rental of Equipment	1,100	----	-	1,100	- 1,100
2410 Printing, General	3,100	----	-	3,100	- 3,100
2430 Photoduplication	8,000	----	-	8,000	- 8,000
2501 Other Services, Miscellaneous	26,680	----	-	26,680	- 26,680
2520 Tuition and Training	9,000	----	-	9,000	- 9,000
2550 Professional & Consultant Services .	334,520	----	-	334,520	- 334,520
2601 Office Supplies	2,000	----	-	2,000	- 2,000
2610 Computer Software	13,000	----	-	13,000	- 13,000
3100 Books and Library Materials	120	----	-	120	- 120
TOTAL, Non-personal services	\$ 415,520	\$ ----	\$ -	415,520	\$- 415,520

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

SUMMARY

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions

Permanent	99	\$ 5,090,052	99	\$ 5,090,052	\$	---
Indefinite	(1)	27,033	(1)	27,033		---
	99	\$ 5,117,085	99	\$ 5,117,085	\$	---
	(1)		(1)			---

(2) Non-personal services:

Price level	\$	163,665	\$	171,465	+	\$ 7,800
Growing workload	---			50,000	+	50,000
	\$	163,665	\$	221,465	+	\$ 57,800
Total, Law Library	99	\$ 5,280,750	99	\$ 5,338,550	+	\$ 57,800
	(1)		(1)			

Price level	+	\$ 7,800
Growing workload	+	50,000
Total	+	\$ 57,800

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

4. LAW LIBRARY

General Statement

The Law Library is the only comprehensive legal research library of the United States Government. Its staff, who are competent in a total of over 50 official languages and many of whom hold American and foreign bar membership, provide direct research service to Congress in foreign, international, and comparative law and support the Congressional Research Service in American law.

In addition to Members and Committees of Congress, the Law Library staff also provides officers of the legislative branch, Justices of the Supreme Court and other judges, members of the Departments of State and Justice, and other federal agencies with bibliographic and informational services, background papers, comparative legal studies, legal interpretations, and translations. Furthermore, insofar as its congressional priorities permit, the Law Library makes collections and services available to a diverse community of users--the foreign diplomatic corps, international organizations, members of the bench and bar, educational institutions, nongovernmental libraries, legal service organizations, and the general public.

In fiscal 1995, as it downsizes its staff, the Law Library expects to build its infrastructure so that it is better able to perform its research and collection management missions. The Law Library proposes to substitute databases for outdated or labor intensive paper collections while improving bibliographic control, throughput, security and preservation of its paper collections. Its efforts center around (1) extending its *Hispanic Law Index* to other jurisdictions with imaged text supplied over the Internet by partners from other countries and (2) migrating serials check in to a law library based system in order to avoid multiple check in.

Cooperative efforts with the government of Mexico and Brazil are already demonstrating the potential of electronic scanning of law in-country and its transmission over the Internet. Law Library currency, preservation of materials, security, and arrears reduction goals are facilitated by these efforts which can be extended to other jurisdictions which have Internet connections at little cost.

Thus, the Library requests a total of \$5,339,550 for the Law Library: \$7,800 for price level increases and \$50,000 for growing workload increases in non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services (continued)

Growing Workload + \$ 50,000

Data Base Services + \$50,000

As the Law Library's reference staff shrinks, it will be increasingly necessary to rely upon LEXIS/NEXIS, WESTLAW, and other commercial databases to handle inquiries from Congress and other government agencies. We are currently overexpending our budget for this purpose by \$5,000 per year, despite efforts to ration service to Congressional research only.

We can achieve similar cost effectiveness in foreign law by subscribing to vernacular databases for such in demand jurisdictions as Germany and the former Soviet Union, as well as for intergovernmental organizations. Using databases to improve staff productivity has proven successful in maintaining services in the Congressional Research Service.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

4. LAW LIBRARY

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 2,750	\$ 2,950	\$ 200	\$	\$ 200
2102 Attendance at Meetings	3,700	3,900	200		200
2103 Local Travel	100	100			
2106 Acquisitions Travel	600	600			
2201 Transportation of Things	350	350			
2301 Postage	5,000	5,000			
2310 Local Telephone	14,500	14,500			
2320 Long Distance Telephone	4,900	4,900			
2327 Teletype, etc.	550	550			
2330 Rental of Equipment	1,000	1,000			
2410 Printing, General	3,700	3,800	100		100
2430 Photoduplication	34,650	36,050	1,400		1,400
2501 Other Services, Miscellaneous	40,990	43,790	2,800		2,800
2520 Tuition and Training	1,050	1,150	100		100
2550 Professional & Consultant Services ..	725	725			
2580 Data Base Services	49,100	102,100	3,000	50,000	53,000
Total, Non-personal Services	\$ 163,665	\$ 221,465	\$ 7,800	\$ 50,000	\$ 57,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS

Summary

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
A. Basic						
(1) Positions	52	\$ 2,961,588	52	\$ 2,961,588		\$ ----
(2) Non-personal services		<u>1,280,505</u>		<u>1,263,905</u>		<u>16,600</u>
Total, Basic	52	\$ 4,242,093	52	\$ 4,225,493		<u>16,600</u>
B. American Folklife Center						
(1) Positions	16	\$ 909,897	16	\$ 916,697		\$ 6,800
(2) Non-personal services	(10)	<u>197,003</u>	(10)	<u>203,303</u>		<u>6,300</u>
Total, American Folklife Center	16	\$ 1,106,900	16	\$ 1,120,000		<u>13,100</u>
Total, Cultural Affairs	68	\$ 5,348,993	68	\$ 5,345,493		<u>3,500</u>
	(10)		(10)			

Mandatory	+	\$ 6,532
Price level	+	39,700
Growing workload - 1 + 1 -		<u>49,732</u>
Total	-	\$ 3,500

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
A. Basic

SUMMARY

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positione	52	\$ 2,961,588	52	\$ 2,961,588		\$ ----
(2) Non-personal services:						
Price level		\$ 1,280,505		\$ 1,313,905		+ \$ 33,400
Growing workload		----		- 50,000		- 50,000
		\$ 1,280,505		\$ 1,263,905		- \$ 16,600
Total, Basic	52	\$ 4,242,093	52	\$ 4,225,493		- \$ 16,600

Price level	+ \$ 33,400
Growing workload	- 50,000
Total	- \$ 16,600

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

5. CULTURAL AFFAIRS
A. Basic

General Statement

The Cultural Affairs Service Unit contributes directly to the nation's educational and intellectual life through programs that interpret the Library's resources and promote the use of its unparalleled collections. Ten organizational units are combined to accomplish this purpose including the American Folklife Center, the Center for the Book, the Office of Education Services, the Global Library Project, and the Offices of Communications (Public Affairs and Publishing), Interpretive Programs, Scholarly Programs, Poetry and Literature, and Special Events and Public Programs.

The Service Unit's major programs and services aim to achieve the following Library-wide objectives:

- ▶ (1) to implement a coordinated multi-year public performance program encompassing scholarly programs, exhibitions, special events, and folklife presentations;
- ▶ (2) to share the Library's unique resources and cultural identity with an expanding audience through cooperative arrangements with other government agencies and private institutions;
- ▶ (3) to celebrate Phase I of the bicentennial of the Library through a multi-year program of lectures, exhibitions, publications, scholarly programs, conferences, and special events;
- ▶ (4) to promote books, reading and scholarship by publishing books, pamphlets, and other materials that contribute to the creative and educational life of the nation.

It is within this context that the Library is requesting additional resources of \$33,400 for price level increases to maintain existing services and a decrease of \$50,000 for transfer to the Law Library. The Library is requesting a total of \$4,225,493 to support these activities in fiscal 1995.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
A. Basic

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	Amount

(2) Non-personal services \$1,280,505 \$1,263,905 - \$ 16,600
Price level + \$ 33,400

	FY 1994	FY 1995
	Base	Increase
Travel	\$22,100	\$1,300 6%
Other Services, Miscellaneous	\$347,025	\$23,900 7%
Tuition and Training	\$8,200	\$600 7%
Professional & Consultant Services .	\$70,000	\$2,900 4%
Supplies and Materials	\$130,900	\$4,700 4%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
A. Basic

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services (continued)

Growing Workload - \$ 50,000

2420 Printing, Publication - \$ 50,000

The Library is requesting the transfer of \$50,000 to the Law Library for data base services. The Library will seek to replace the decrease in publishing resources with support from the private sector.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
A. Basic

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 16,550	\$ 17,550	\$ 1,000	\$	\$ 1,000
2102 Attendance at Meetings	5,550	5,850	300		300
2103 Local Travel	390	390			
2201 Transportation of Things	20,000	20,000			
2301 Postage	175,000	175,000			
2303 Postage - Overseas Mail Drop	30,000	30,000			
2310 Local Telephone	14,000	14,000			
2320 Long Distance Telephone	13,000	13,000			
2410 Printing, General	29,890	29,890			
2420 Printing, Publications	336,500	286,500		- 50,000	- 50,000
2430 Photoduplication	80,000	80,000			
2501 Other Services, Miscellaneous	347,025	370,925	23,900		23,900
2520 Tuition and Training	8,200	8,800	600		600
2550 Professional & Consultant Services ..	70,000	72,900	2,900		2,900
2610 Computer Software	1,000	1,000			
2650 Pamphlets and Documents	2,500	2,500			
2660 Exhibit Supplies	126,800	131,400	4,600		4,600
2680 Miscellaneous Supplies & Materials ..	4,100	4,200	100		100
Total, Non-personal Services	\$ 1,280,505	\$ 1,263,905	\$ 33,400	\$ - 50,000	\$ - 16,600

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positional

16	\$ 866,897	16	\$ 867,165		
(10)	43,000	(10)	43,000		
	----		6,532		
16	\$ 909,897	16	\$ 916,697		
(10)		(10)			

Permanent + \$ 268
Special and Temporary
Mandatory items + 6,532

(2) Non-personal services

	\$ 197,003		\$ 203,303		
	----		----		
	\$ 197,003		\$ 203,303		

Price level + \$ 6,300
Growing workload + 6,300

16	\$ 1,106,900	16	\$ 1,120,000		
(10)		(10)			

Total, American Folklife Center + \$ 13,100

Mandatory items + \$ 6,532
Price level + 6,300
Growing workload .. - 1 + 1 + 268
Total - 1 + 1 + \$ 13,100

Authorization: Fiscal 1994 \$1,120,000
Fiscal 1995 \$1,120,000

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

General Statement

The American Folklife Center has developed a national reputation by initiating field documentation and demonstration projects with extensive public impact in various regions of the country; by inaugurating a broad spectrum of publications, reaching not only the scholarly world but all people and organizations concerned with grassroots culture; and by consultation in assistance to folk cultural efforts at the state and regional level. The Center's Archive of Folk Culture manages the nation's most important archival collection of folk music and folklore and provides extensive day-to-day reference assistance to researchers and the general public.

Key objectives for fiscal 1995 are: (1) complete final stages of planning and design for African American Gospel Project; (2) implement cooperative agreements with private organizations for the production and distribution of educational programs and materials drawing on the Center's collections; (3) increase arrearage reduction efforts.

The Library is requesting a total of \$1,120,000 to support these activities in fiscal 1995. This represents an increase of \$6,532 for mandatory items, an increase of one position (\$64,000) and a decrease of one position to Affirmative Action program (\$63,732), and \$6,300 is for non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions 16 \$ 909,897 16 \$ 916,697 + \$ 6,800

A. Mandatory increases + \$ 6,532

(1) Ingrades + \$ 8,225

Funds are requested to cover ingrades.

Salaries \$ 6,912
Personnel benefits 1,313
\$ 8,225

(2) Annualization of 1994 locality raise (partial) + \$ 1,873

This increase is necessary to provide for annualization
of the 1994 locality raise, effective January 1994.

Salaries \$ 1,573
Personnel benefits 300
\$ 1,873

(3) Less: One extra day - \$ 3,566

Fiscal 1995 has 260 days; one less than fiscal 1994.

Salaries - \$ 3,022
Personnel benefits 544
- \$ 3,566

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

B. Growing Workload + \$ 268

(1) To provide for additional position in Affirmative Action Program - \$ 63,732

Salaries 1 - \$ 49,947
Personnel benefits - 13,785
- \$ 63,732

The Library requests the transfer of one vacant position from the American Folklife Center to Human Resources Services (HRS) to meet the Library's statutory requirements with regard to recruitment, review, analysis and evaluation in the selection process. Further justification is provided under the HRS program element.

(2) Realignment of American Memory position + \$ 64,000

Salaries + 1 + \$ 49,006
Personnel benefits + 14,994
+ \$ 64,000

Anticipating the transformation of the American Memory Program as mandated by Congress, the American Folklife Center has placed one staff member to assist primarily with arrears reduction efforts and other divisional activities. The Library requests \$64,000 to support the salaries and benefits of this position.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services \$ 197,003 \$ 203,303 + \$ 6,300
 Price level + \$ 6,300

	FY 1994		FY 1995	
	Base		Increase	
Travel	\$51,500	\$3,100	6%	
Rental of Equipment	\$5,600	\$300	5%	
Printing, Publications	\$14,800	\$400	3%	
Photoduplication	\$3,700	\$100	3%	
Tuition and Training	\$1,000	\$100	10%	
Professional & Consultant Services ..	\$43,793	\$1,800	4%	
Maintenance & Repair to Equipment ..	\$2,200	\$100	5%	
Office Supplies	\$10,300	\$400	4%	

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

5. CULTURAL AFFAIRS
B. American Folklife Center

Additional Information

	FY 1994 Budget	FY 1995 Estimate	Price Level	1995 Increase	
				Growing Workload	Total
2101 Regular Travel	\$ 51,500	\$ 54,600	\$ 3,100	\$	\$ 3,100
2102 Attendance at Meetings	2,560	2,560			
2103 Local Travel	200	200			
2201 Transportation of Things	1,400	1,400			
2301 Postage	16,900	16,900			
2310 Local Telephone	4,100	4,100			
2320 Long Distance Telephone	10,000	10,000			
2330 Rental of Equipment	5,600	5,900	300		300
2410 Printing, General	2,200	2,200			
2420 Printing, Publications	14,800	15,200	400		400
2430 Photoduplication	3,700	3,800	100		100
2440 Offset Reproduction	6,200	6,200			
2501 Other Services, Miscellaneous	6,950	6,950			
2520 Tuition and Training	1,000	1,100	100		100
2550 Professional & Consultant Services ..	43,793	45,593	1,800		1,800
2560 Maintenance & Repair to Equipment ..	2,200	2,300	100		100
2570 Performance Fees	4,200	4,200			
2601 Office Supplies	10,300	10,700	400		400
2680 Miscellaneous Supplies & Materials ..	100	100			
3100 Books and Library Materials	200	200			
3111 Sound Reproductions	2,000	2,000			
3140 Equipment	7,100	7,100			
Total, Non-personal Services	\$ 197,003	\$ 203,303	\$ 6,300	\$	\$ 6,300

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Office of the Librarian

(1) Positions	85	\$ 6,906,820	85	\$ 6,906,820	+ \$	----
(2) Non-personal services		370,981		399,781	+	28,800
Total, Office of the Librarian	85	\$ 7,277,801	85	\$ 7,306,601	+	\$ 28,800

B. Human Resources Services (HRS)

(1) Positions	106	\$ 6,307,165	107	\$ 6,370,897	+ 1	\$ 63,732
(2) Non-personal services		1,563,609		1,600,309	+	36,700
Total, Human Resources Services	106	\$ 7,870,774	107	\$ 7,971,206	+ 1	\$ 100,432
	(5)		(5)			

C. Integrated Support Services

(1) Positions	376	\$14,227,947	376	\$14,227,947	+	\$	----
(2) Non-personal services		5,065,447		5,110,215	+	44,768	
Total, Integrated Support Services	376	\$19,293,394	376	\$19,338,162	+	\$ 44,768	

6. MANAGEMENT SUPPORT SERVICES

SUMMARY (continued)

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

D. Building Rental - Off Capitol Hill

(1) Positions
 (2) Non-personal services
 Total, Building Rental - Off Capitol Hill

\$	-----	\$	-----	+	-----
	2,690,100		3,178,532		488,432
\$	2,690,100	\$	3,178,532	+	488,432

E. Automation

(1) Positions
 (2) Non-personal services
 Total, Automation

203	\$12,632,641	203	\$12,632,641	+	-----
	14,902,363		15,219,463	+	317,100
203	\$27,535,004	203	\$27,852,104	+	317,100
(6)		(6)			

Total, Management Support Services

770	\$64,667,073	771	\$65,646,605	+	979,532
(11)		(11)			

Price level + \$ 552,800
 Growing workload + 1 + 426,732
 Total + 1 + \$ 979,532

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICE
A. Office of the Librarian

SUMMARY

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions 85 \$ 6,906,820 85 \$ 6,906,820 + \$ ----

(2) Non-personal services:

Price level
Growing workload

\$ 370,981	\$ 399,781	+ \$ 28,800
<u>\$ 370,981</u>	<u>\$ 399,781</u>	<u>+ \$ 28,800</u>

Total, Office of the Librarian 85 \$ 7,277,801 85 \$ 7,306,601 + \$ 28,800

Price level	+ \$ 28,800
Growing workload	+ ----
Total	+ \$ 28,800

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

6. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

General Statement

The Office of the Librarian is responsible for administering all the programs that enable the Library of Congress to carry out its mission, which is:

To sustain, to celebrate and to preserve for future generations a universal collection of knowledge and creativity. It seeks to serve and inspire a free people by:

- making the Library's resources available and useful to the Congress of the United States in ever more efficient ways;
- assembling, organizing, and making a universal collection of human knowledge and expression, increasingly accessible and useful to the American people and their libraries; and
- encouraging and celebrating free intellectual creativity by all people in all subjects.

The Office of the Librarian consists of the Librarian of Congress and his staff, the Congressional Services Team, the Office of the General Counsel, the Office of the Inspector General, the Personnel Security Office, the Development Office, and the Financial Services Directorate, which have Library-wide responsibility for Congressional relations, legal counsel, auditing and investigating, personnel security, and the centralized accounting, budget and disbursing activities for all of the Library's appropriations, gift and trust funds, and reimbursable activities.

The Library is requesting a total of \$7,306,601 to support this activity in fiscal 1995. This represents a price level increase of \$28,800 for non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services \$ 370,981 \$ 399,781 + \$ 28,800

Price level + \$ 28,800

	FY 1994	FY 1995
	Base	Increase
Travel	\$28,894	\$1,700 6%
Photoduplication	\$60,610	\$1,200 2%
Other Services, Miscellaneous	\$13,592	\$1,000 7%
Tuition and Training	\$7,330	\$600 8%
Security Investigations	\$80,900	\$21,800 27%
Professional & Consultant Services .	\$50,279	\$2,100 4%
Data Base Services	\$15,380	\$900 6%
Sec. 308 Admin Expenses Reduction ..	----	- \$900
Supplies and Materials	\$11,800	\$400 3%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
A. Office of the Librarian

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 23,590	\$ 24,990	\$ 1,400	\$	\$ 1,400
2102 Attendance at Meetings	5,304	5,604	300		300
2103 Local Travel	540	540			
2301 Postage	50,110	50,110			
2310 Local Telephone	23,211	23,211			
2311 Local Telephone - Data Comm.	217	217			
2320 Long Distance Telephone	11,884	11,884			
2410 Printing, General	3,384	3,384			
2430 Photoduplication	60,610	61,810	1,200		1,200
2501 Other Services, Miscellaneous	13,592	14,592	1,000		1,000
2515 Services of Other Agencies	12,000	12,000			
2520 Tuition and Training	7,330	7,930	600		600
2540 Security Investigations	80,900	102,700	21,800		21,800
2550 Professional & Consultant Services ..	50,279	52,379	2,100		2,100
2580 Data Base Services	15,380	16,280	900		900
---- Sec. 308 Admin Expenses Reduction ..	0	- 900	- 900		- 900
2650 Pamphlets and Documents	850	850			
2680 Miscellaneous Supplies & Materials ..	11,800	12,200	400		400
Total, Non-personal Services	\$ 370,981	\$ 399,781	\$ 28,800	\$	\$ 28,800

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

SUMMARY

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positional

Permanent	106	\$ 6,141,820	107	\$ 6,205,552	+ 1	\$ 63,732
Indefinite	(5)	165,345	(5)	165,345	+	-----
	106	\$ 6,307,165	107	\$ 6,370,897	+ 1	\$ 63,732
	(5)		(5)			

(2) Non-personal services

Price level		\$ 1,553,609		\$ 1,600,309		\$ 36,700
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Total, Human Resources Services	106	\$ 7,870,774	107	\$ 7,971,206	+ 1	\$ 100,432
	(5)		(5)			

Price level	+ \$	36,700
Growing workload	+ 1	63,732
Total	+ 1	\$ 100,432

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

General Statement

The mission of Human Resources Services (HRS) is to formulate human resources policies and systems; work with Library service units in planning for, securing, and managing human resources; direct Library programs aimed at cultural and work force diversity; provide alternative, non-adversarial means of resolving disputes; work with Library management to ensure employment practices are both legal and fair; and develop, administer, and evaluate the Library's human resources program.

The Associate Librarian for Human Resources Services (drawing upon a broad spectrum of managerial, administrative, and interpersonal skills) provides general oversight and policy direction to Library programs designed to recruit, maintain, and develop its human resources and to the four organizational units responsible for these programs. The Office of Affirmative Action and Special Programs directs efforts to increase the participation of individuals of diverse backgrounds in all Library programs and activities, analyzes and evaluates policies, practices, and procedures on diverse populations; conducts outreach activities to identify, attract, recruit, and employ individuals from diverse backgrounds; administers affirmative education, training, and development programs; and evaluates the overall effectiveness of the Library's diversity program. The Dispute Resolution Center provides employees and applicants for employment with an alternative, non-adversarial means of resolving work place disputes. The Equal Employment Opportunity Complaints Office facilitates the resolution of complaints and charges of discrimination, including hearing procedures, and works with Library officers to eliminate all forms of discrimination, directing activities toward that goal. The Human Resources Directorate serves the human resources needs of managers and supervisors arising from daily Library operations; establishes human resources policies, regulations, and programs; takes appropriate personnel actions; administers an integrated personnel/payroll system; advises/represents management on labor relations; designs, develops, and administers training programs and career development programs; and assists employees in resolving work-related and/or behavioral or medical problems that may affect their performance.

The fiscal 1995 budget request for Human Resources Services has two major objectives: (1) to meet statutory requirements with regard to recruitment, review, analysis, and evaluation in the selection process; and (2) to provide funding to maintain current level of service in the area of Human Resources.

To meet these objectives, the Library is requesting an increase of \$100,432. This includes \$63,732 to fund 1 new position and \$36,700 for price level increases for non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Justification of Increases and Decreases

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
(1) Positions	106	\$6,307,165	107	\$6,370,897	+ 1	+ \$ 63,732

To meet statutory requirements with regard to recruitment, review, analysis
and evaluation in the selection process + 1 + \$ 63,732

The passage of the Americans with Disability Act (1990), the passage of the Civil Rights Restoration Act of 1991, the signing of a new Multi-Year Affirmative Action Plan (1991), and increased Congressional interest and public attention toward cultural and work force diversity issues have caused a major increase in workload responsibilities. These legislative and other changes have required the development of new policies and guidance, restructuring of program emphases, redefining of functional responsibilities, and a new vision for the Office of Affirmative Action and Special Programs.

The Library's negotiated agreement on the Multi-Year Affirmative Plan is a document that requires specific actions within established timetables to identify, attract, recruit, employ, and advance members of underrepresented groups in all aspects of the Library's programs and activities. An assessment of the current staff resources and future directions and emphasis of the Affirmative Action and Special Programs Office led to consolidating the office functions and realigning and redefining functional responsibilities to enhance service to library components.

The expanded role, new program emphasis, and increase in demands on the office to implement, monitor, evaluate, and report progress on work force diversity will require additional staff. We are therefore requesting one GS-13 Program Officer: Professional Development to direct leadership and professional development programs as identified in the Multi-Year Affirmative Action Plan; to provide consultations with managers and supervisors on Affirmative Action professional development; and to design new programs and activities in support of Affirmative Action professional development. This

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions (continued)

position, in conjunction with other improvements being taken in fiscal 1994, will enable the Library to comply with: (1) legal mandates resulting from the U.S. District Court decision in *Cook v. Billington*; (2) commitments and agreements with the Committee on Post Office and Civil Service, the Joint Committee on the Library, and the Committee on House Administration's Subcommittee on Libraries and Memorials, many components of which are enumerated in a jointly-developed six-month plan; and (3) the Library's expressed objectives as outlined in the Multi-year Affirmative Action Plan. This position is critical to meeting increased workload and to meet service unit needs with greater timeliness and efficiency.

—1 GS-13 Program Officer: Professional Development . \$ 63,732

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
5. Human Resources Services (HRS)

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services	\$1,563,602	\$1,600,302	+ \$	36,700
Price level			+ \$	36,700

	FY 1994		FY 1995	
	Base		Increase	
Travel	\$31,297	\$1,900	6%	
Printing	\$18,495	\$500	3%	
Photoduplication	\$83,248	\$3,300	4%	
Other Services, Miscellaneous	\$51,162	\$3,600	7%	
Tuition and Training	\$233,556	\$16,400	7%	
Professional & Consultant Services ..	\$336,353	\$14,100	4%	
Sec. 308 Admin Expenses Reduction ..	-----	- \$3,800		
Office Supplies	\$17,200	\$700	4%	

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
8. Human Resources Services (HRS)

Additional Information

Salaries	Benefits	Total
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New positions requested

1 GS-13 Program Officer: Professional Development \$ 49,947 \$ 13,785 \$ 63,732

1 Total, new positions requested \$ 49,947 \$ 13,785 \$ 63,732

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
B. Human Resources Services (HRS)

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 30,745	\$ 32,545	\$ 1,800	\$	\$ 1,800
2102 Attendance at Meetings	1,928	2,028	100		100
2103 Local Travel	488	488			
2201 Transportation of Things	1,000	1,000			
2301 Postage	29,965	29,965			
2310 Local Telephone	23,777	23,777			
2320 Long Distance Telephone	9,432	9,432			
2360 Rental, Miscellaneous	295	295			
2410 Printing, General	18,495	18,995	500		500
2430 Photoduplication	83,248	86,548	3,300		3,300
2501 Other Services, Miscellaneous	51,162	54,762	3,600		3,600
2515 Services of Other Agencies	541,802	541,802			
2520 Tuition and Training	233,556	249,956	16,400		16,400
2535 Training Contracts	20,000	20,000			
2545 Grievance and Arbitration Services ..	159,450	159,450			
2550 Professional & Consultant Services ..	336,353	350,453	14,100		14,100
---- Sec. 308 Admin Expenses Reduction ..	0	- 3,800	- 3,800		- 3,800
2601 Office Supplies	17,200	17,900	700		700
2606 Training Supplies	2,200	2,200			
2650 Pamphlets and Documents	1,598	1,598			
2680 Miscellaneous Supplies & Materials ..	915	915			
Total, Non-personal Services	\$1,563,609	\$1,600,309	\$ 36,700	\$	\$ 36,700

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions:

Permanent	376	\$14,227,947	376	\$14,227,947	+ \$	----
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(2) Non-personal services:

Price level	\$ 5,065,447	\$ 5,135,647	+ \$	70,200
Growing Workload	----	- 25,432	-	25,432
	\$ 5,065,447	\$ 5,110,215	+ \$	44,768

Total, Integrated Support Services

	376	\$19,293,394	376	\$19,338,162	+ \$	44,768
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Price level	+ \$	70,200
Reduction (Growing Workload)	-	25,432
Total	+ \$	44,768

**LIBRARY OF CONGRESS
SALARIES AND EXPENSES**

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

General Statement

The mission of Integrated Support Services is to provide contracting, facilities, space management, occupational health and safety, and office support services for the Library and public programs to assure an efficient, adaptable, safe and secure environment. The Director for Integrated Support Services is responsible for providing basic support services to the Library as a whole. Administratively, the Director reports to the Associate Librarian for Constituent Services.

Integrated Support Services is comprised of six offices: Contracts and Logistics Services, Facility Services, Health Services, Office Systems Services, Protective Services, and Safety Services. Contracts and Logistics Services provides acquisition support for supplies, materials, furniture and furnishings, and equipment (except those related to the collections); negotiated contracts and small purchase expertise; and property inventory control for Library-owned furniture and equipment. Facility Services plans, designs and provides oversight of construction, alterations and operation of the Library's buildings and grounds; labor and custodial services; manages the food service program and oversees the use and operation of public meeting spaces. Health Services develops and administers the Library's occupational health program, and administers the Library's Workers Compensation Program. Office Systems Services administers the Library's records management program; transportation services; printing, duplication, and composition functions; and provides mail and messenger services. Protective Services administers the Library's programs for safeguarding Library staff, visitors, collections, and equipment; coordinates policies governing the control and handling of national defense classified information; designs and oversees the installation of electronic security equipment; provides physical security services; and maintains law and order on Library premises. Safety Services manages those programs necessary to promote a safe and healthful environment such as industrial hygiene, accident prevention and loss control, fire prevention and protection, and emergency management planning and organization.

Integrated Support Services requires a total of \$19,338,162 to support its services in fiscal 1995. This represents an increase of \$70,200 for price level increases, offset by a \$25,432 reduction in non-personal services.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	Amount

(2) Non-personal services \$5,065,447 \$5,110,215 + \$ 44,768

Price level + \$ 70,200

Reduction - Security Equipment - 25,432

To reduce the base for initial operating expenses of the LC Special Facilities Center.

	FY 1994 Base	FY 1995 Increase
Travel	\$13,831	\$800 6%
Rental of Equipment	\$64,000	\$3,200 5%
Printing	\$120,750	\$3,600 3%
Photoduplication	\$100,600	\$4,000 4%
Other Services, Miscellaneous	\$322,900	\$22,300 7%
Tuition and Training	\$14,624	\$1,000 7%
Professional & Consultant Services ..	\$124,649	\$5,200 4%
Maintenance and Repairs	\$492,920	\$20,800 4%
Sec. 308 Admin Expenses Reduction ..	-----	- \$13,400
Office Supplies	\$543,100	\$21,800 4%
Miscellaneous Supplies	\$23,285	\$900 4%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 9,976	\$ 10,576	\$ 600	\$	\$ 600
2102 Attendance at Meetings	3,855	4,055	200		200
2103 Local Travel	2,160	2,160			
2201 Transportation of Things	5,829	5,829			
2202 Transportation of Household Effects	9,918	9,918			
2301 Postage	19,131	19,131			
2310 Local Telephone	66,259	66,259			
2320 Long Distance Telephone	14,443	14,443			
2330 Rental of Equipment	64,000	67,200	3,200		3,200
2410 Printing, General (Offset)	99,550	102,550	3,000		3,000
2410 Printing, General	21,200	21,800	600		600
2411 Printing, General - GPO	229,150	229,150			
2430 Photoduplication	100,600	104,600	4,000		4,000
2501 Other Services, Miscellaneous	322,900	345,200	22,300		22,300
2520 Tuition and Training	14,624	15,624	1,000		1,000
2541 Health Services	35,100	35,100			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
C. Integrated Support Services

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2550 Professional & Consultant Services ..	\$ 124,649	\$ 129,849	\$ 5,200	\$	\$ 5,200
2560 Maintenance & Repair to Equipment ..	418,604	436,204	17,600		17,600
2561 Repairs, Typewriters, Calculators ..	37,016	38,616	1,600		1,600
2562 Repairs, Furniture ..	37,300	38,900	1,600		1,600
2565 Cleaning and Laundering ..	51,975	51,975			
2569 Custodial Services ..	2,645,500	2,645,500			
Sec. 308 Admin Expenses Reduction ..	0	- 13,400	- 13,400		- 13,400
2601 Office Supplies (Offset) ..	39,100	40,700	1,600		1,600
2601 Office Supplies ..	504,000	524,200	20,200		20,200
2602 Housekeeping Supplies ..	65,866	65,866			
2603 Automotive Supplies ..	2,600	2,600			
2604 Uniforms ..	54,625	54,625			
2605 Medical Supplies ..	13,300	13,300			
2680 Miscellaneous Supplies & Materials ..	23,285	24,185	900		900
3163 Security Equipment ..	25,432	0		- 25,432	- 25,432
3188 Telecommunications Cabling ..	1,500	1,500			
4201 Indemnities ..	2,000	2,000			
Total, Non-personal Services ..	\$ 5,065,447	\$ 5,110,215	\$ 70,200	\$ - 25,432	\$ 44,768

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
D. Building Rental - Off Capitol Hill

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions	\$	-----	\$	-----	\$	-----
(2) Non-personal services:						
Price level	\$	2,690,100	\$	2,790,100	+	\$ 100,000
Growing workload		-----		388,432	+	388,432
	\$	2,690,100	\$	3,178,532	+	\$ 488,432
Total, Building Rental - Off Capitol Hill ...	\$	2,690,100	\$	3,178,532	+	\$ 488,432

Price level	+	\$ 100,000
Growing workload	+	388,432
Total	+	\$ 488,432

6. MANAGEMENT SUPPORT SERVICES

D. Building Rental - Off Capitol Hill

General Statement

The Library has a space rental program managed by the Facility Services Office, which is responsible for all aspects of planning for the use of space in all Library buildings. Remote facilities are currently operated in northwest Washington, D.C., for the National Library Services for the Blind and Physically Handicapped and the Federal Library and Information Center Committee; southeast Washington, D.C., for the Federal Research Division; Suitland, Maryland, for film processing; Wright-Patterson Air Force Base for nitrate film conversion; Landover, Maryland, for procurement and supply activities and materials storage; and Boyers, Pennsylvania, for underground microfilm storage.

Additionally, in accordance with Public Law 103-110, the Secretary of the Army shall transfer, no later than September 30, 1994, without reimbursement or transfer of funds, to the Architect of the Capitol, real property consisting of not more than 100 acres located at Ft. George G. Meade in Anne Arundel County, Maryland. The property is to be utilized to provide facilities to accommodate the varied long-term storage and service needs of the Library of Congress and other Legislative Branch agencies. The Architect of the Capitol must perform an engineering analysis and site survey of the acquired property and the Library must contract with an architectural and engineering design firm to prepare construction drawings for a collections storage facility. Fiscal 1993 no-year funds of \$3,186,000 are available to the Library to construct this facility.

To sustain current activities and services, and to provide for improvements to the fire protection system at the Landover Center Annex, the Library is requesting a total of \$3,178,532 in fiscal 1995, including a growing workload request of \$388,432, and a price level increase of \$100,000.

6. MANAGEMENT SUPPORT SERVICES
D. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	Amount
(2) Non-personal Services				
	\$2,690,100		\$3,178,532	+ \$ 488,432
Price level				
				+ \$ 100,000

	FY 1994	FY 1995
	Base	Increase
Rental of Space	\$2,690,100	\$100,000 4%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

D. Building Rental - Off Capitol Hill

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal Services (continued)

Growing Workload + \$ 388,432

The Library is requesting funds to improve the fire protection system at the Landover Center Annex (LCA). The facility is not in compliance with present-day building codes. As such, there is the potential for catastrophic loss of invaluable collections materials in the event of a major fire at LCA. The current fire system at LCA was not designed to protect high rack storage, high risk commodities such as plastic materials, or compact storage (mobile shelving).

In fiscal 1993, funds were identified to begin work necessary to ensure compliance with fire safety building codes such as the installation of a fire pump and fire alarm system. If fiscal 1995 funds are approved, the Library plans to replace on/off sprinkler heads with more reliable heads. The present sprinkler heads have proven to be unreliable in that they may fail to shut off thus causing unnecessary water damage to valuable and irreplaceable collection materials. The funds will also provide for the installation of an additional water hookup to ensure sufficient water supply for the sprinkler heads and fire department hoses. The improvements will be completed in fiscal 1995 with the installation of standpipes to provide interior fire department connections.

The total estimate for fiscal 1995 is \$550,000; the balance of \$161,568 will be absorbed within the S&E, LC appropriation.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
D. Building Rental - Off Capitol Hill

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2350 Rental of Space	\$ 2,690,100	\$ 3,178,532	\$ 100,000	\$ 388,432	\$ 488,432
Total	\$ 2,690,100	\$ 3,178,532	\$ 100,000	\$ 388,432	\$ 488,432

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

E. Automation

(1) Information Technology Services (ITS)

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(1) Positions:

Permanent 203 \$12,377,676 203 \$12,377,676 \$ ----
Indefinite (6) 254,965 (6) 254,965 ----

(2) Non-personal services:

Price level 203 \$12,632,641 203 \$12,632,641 \$ ----
Growing workload (6) (6) ----

Total, Information Technology Services 203 \$26,705,504 203 \$27,003,404 + \$ 297,900
(6) (6)

Price level + \$ 297,900
Growing workload +
Total + \$ 297,900

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

E. Automation

(1) Information Technology Services (ITS)

General Statement

Information Technology Services (ITS) provides on-going support of software and telecommunications systems for all missions of the Library of Congress through planning, systems analysis, systems design and development, systems maintenance, and operation and security of central computers, minicomputers, microcomputers, and all communications services. As part of its mission, ITS is committed to planning for and implementing systems in support of the electronic future of digital collections. ITS is already developing specifications for navigation tools and electronic delivery systems which will make these collections readily available to the Congress, the nation, and other countries. Administratively, the Director for Information Technology Services reports to the Office of the Librarian.

Computer support is deeply embedded in the programs of Congressional Services, Copyright Services, Collections Services, and Constituent Services. The Library's central computers service computer terminals in all of the Library's locations in the Washington metropolitan area, and in the Capitol Building and the House and Senate Office Buildings, making computer-aided information service directly available in those locations. Major microcomputer networks are evolving as further aids in searching and communications throughout the Library. ITS is increasing the availability of its national network services by permitting access to existing automated repositories, and is providing user interface and retrieval capabilities for on-line access via Internet to the Library of Congress Information System (LOCIS) for remote users. ITS will continue to plan, prepare, and implement systems which offer new capabilities such as electronic delivery of material to better serve the emerging national information network.

Despite resource limitations, progress toward modern electronic systems is being made. Today virtually every Library staff member requires ready access to electronic equipment for automation support. The Library has committed resources to several initiatives which are aimed at developing or improving an environment capable of supporting the Library's future electronic needs. Some of these initiatives are primarily investigative, while others are intended to result in specific products. All of the infrastructural activities compete for resources with the dual objectives of supporting existing bibliographic and administrative systems, and building future systems in support of the Library's requirements. ITS will continue the task of replacing aging systems which are incapable of connectivity, and of building the technological base required by the Library to offer qualitative use of its resources and collections to educators and researchers, to the business community, to the Congress, and to the general population through the nation's Library networks.

To continue the work of improving access to the Library's rich collections and sharing the work of the creative community with the Nation, to maintain current activities and services, and to continue the implementation of the Library's new Financial Management System (FMS), the Library is requesting a total of \$27,003,404, including a price level increase of \$297,900 largely to support the increasing costs of equipment and software maintenance in fiscal 1995.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

E. Automation

(1) Information Technology Services (ITS)

Justification of Increases and Decreases

FY 1994 Budget	FY 1995 Estimate	Increase
No.	No.	Amount

(2) Non-personal services	\$14,072,853	\$14,370,763	+ \$ 297,900
Price level			+ \$ 297,900

	FY 1994	FY 1995
	Base	Increase
Travel	\$118,937	\$7,100 6%
Photoduplication	\$56,600	\$2,300 4%
Other Services, Miscellaneous	\$600,000	\$41,400 7%
Tuition and Training	\$184,500	\$12,900 7%
Professional & Consultant Services ..	\$167,602	\$7,000 4%
Maintenance & Repair to Equipment ..	\$2,500,000	\$105,000 4%
Maintenance of Computer Software ...	\$800,000	\$48,000 6%
Sec. 308 Admin Expenses Reduction ..	-----	- \$1,600
Office Supplies	\$45,100	\$1,800 4%
Computer Software	\$1,141,532	\$68,500 6%
Automation Supplies	\$252,329	\$5,500 2%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

E. Automation

(1) Information Technology Services (ITS)

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 70,000	\$ 74,200	\$ 4,200	\$	\$ 4,200
2102 Attendance at Meetings	8,937	9,437	500		500
2103 Local Travel	1,000	1,000			
2108 Travel - User Group	40,000	42,400	2,400		2,400
2201 Transportation of Things	2,000	2,000			
2301 Postage	10,450	10,450			
2310 Local Telephone	38,680	38,680			
2311 Local Telephone - Data Comm.	53,000	53,000			
2312 Local Telephone - Digital Switch ...	542,431	542,431			
2320 Long Distance Telephone	8,078	8,078			
2321 Long Distance Telephone - Data Comm.	193,000	193,000			
2327 Teletype, etc.	9,735	9,735			
2331 Rental of Equipment - On Line	2,634,431	2,634,431			
2340 Rental of Computer Software	853,000	853,000			
2430 Photoduplication	56,600	58,900	2,300		2,300
2440 Offset Reproduction	9,900	9,900			

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Automation

(1) Information Technology Services (ITS)

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2501 Other Services, Miscellaneous	\$ 600,000	\$ 641,400	\$ 41,400	\$	\$ 41,400
2510 Other Services - System Development	454,240	454,240			
2520 Tuition and Training	184,500	197,400	12,900		12,900
2535 Training Contracts	151,000	151,000			
2550 Professional & Consultant Services ..	167,602	174,602	7,000		7,000
2560 Maintenance & Repair to Equipment ..	2,500,000	2,605,000	105,000		105,000
2563 Maintenance of Computer Software ...	800,000	848,000	48,000		48,000
2580 Data Base Subscriptions	500	500			
----- Sec. 308 Admin Expenses Reduction ..	0	- 1,600	- 1,600		- 1,600
2601 Office Supplies	45,100	46,900			
2610 Computer Software	1,141,532	1,210,032	68,500		68,500
2611 Automation Supplies	118,000	119,200	1,200		1,200
2612 Automation Supplies-Comp Room Stock	134,329	138,629	4,300		4,300
2613 Automation Supplies-Systems Manuals	4,700	4,700			
2650 Pamphlets and Documents	7,400	7,400			
2651 Training Materials (Order)	1,000	1,000			
3105 Subscriptions not for LC Collections	32,500	32,500			
3140 Equipment	3,199,218	3,199,218			
Total, Non-personal Services	\$14,072,863	\$14,370,763	\$ 297,900	\$ ----	\$ 297,900

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Automation
(2) Optical Disk Program

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services:

Price level	\$ 829,500	\$ 848,700	+	\$ 19,200
Growing workload				
Total, Optical Disk Program	\$ 829,500	\$ 848,700	+	\$ 19,200

Price level	+	\$ 19,200
Growing workload	+	
Total	+	\$ 19,200

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES

E. Automation
(2) Optical Disk Program

General Statement

The Library's Optical Disk Imaging System provides the Congress access to over one million public policy documents in the Congressional Research Service (CRS) image database. Use of this important research tool has advanced rapidly through this networked system of scanners, optical and magnetic disks, printers, and image-capable workstations, the latter installed in the CRS Centers in the Rayburn and Russell Buildings, the Senate Library in the Capitol, the Joint Tax Committee Office, and the Jefferson Congressional Reading Room. A primary mandate is provision of high-speed print capability and database services for CRS's current awareness service -- the Selective Dissemination of Information System (CRS/SDI). In addition, Library staff have gained invaluable experience with this important technology. Library staff continue to work closely with legislative branch agencies to share this experience with image technology and to define other appropriate uses. Since its inception in 1991, high-speed print capacity of the system has been doubled, a convenience printer has been added, and a multifunction printer platform developed in order to accommodate the varied print requirements within CRS. Current emphasis is on installation of image stations and printers to afford image database access to users in all strategic service locations; improvement of scanning capability to handle additional and more varied materials; and provision of more sophisticated retrieval and print capabilities. Plans for 1994 call for increasing jukebox capacity to accommodate the growth of materials being stored; upgrading on-demand printing to reduce inventory costs and insure the distribution of the most current version of any CRS product. Issues which need to be addressed during the fiscal 1994-1995 period include enhancements to the infrastructure -- developing communications to all congressional offices, moving from a proprietary system to an industry-wide standards-based system -- and improving the user interface to enable use of the system by congressional staff without training.

The Library is requesting a total of \$848,700 to support the Optical Disk Imaging Program in fiscal 1995. This includes an additional amount of \$19,200 which is for price level increases to support increasing maintenance costs for the sophisticated equipment required for this system.

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Automation
(2) Optical Disk Program

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

(2) Non-personal services \$ 829,500 \$ 848,700 + \$ 19,200

Price level + \$ 19,200

	FY 1994	FY 1995
	Base	Increase
Travel	\$15,000	\$900 6%
Other Services, Miscellaneous	\$48,800	\$3,400 7%
Tuition and Training	\$2,400	\$200 8%
Maintenance & Repair to Equipment ..	\$341,000	\$14,300 4%
Maintenance to Computer Software ...	\$5,300	\$200 4%
Automation Supplies	\$19,000	\$200 1%

LIBRARY OF CONGRESS
SALARIES AND EXPENSES

6. MANAGEMENT SUPPORT SERVICES
E. Automation
(2) Optical Disk Program

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 15,000	\$ 15,900	\$ 900	\$	\$ 900
2501 Other Services, Miscellaneous	48,800	52,200	3,400		3,400
2520 Tuition and Training	2,400	2,600	200		200
2560 Maintenance & Repair to Equipment ..	341,000	355,300	14,300		14,300
2563 Maintenance to Computer Software ...	5,300	5,500	200		200
2610 Computer Software	1,000	1,000			
2611 Automation Supplies	19,000	19,200	200		200
3140 Equipment	397,000	397,000			
Total, Non-personal Services	\$ 829,500	\$ 848,700	\$ 19,200	\$	\$ 19,200

Schedule A

Library of Congress
Salaries and Expenses
By Organization and By Object Class
FY 1995

(\$000)

Categories	FY93 Actual		FY94 Estimate		FY95 Estimate		Net Change 94/95	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Collections Services	1,658	\$93,466	1,663	\$94,499	1,668	\$100,299	+	5 \$ + 5,800
Constituent Services	570	29,446	580	32,454	568	33,715	-	-12 + 1,261
Law Library	99	5,300	99	5,281	99	5,629	+	+ 348
Cultural Affairs	72	5,538	68	5,349	68	5,530	+	+ 181
Management Support Services	815	65,986	770	64,667	771	68,032	+	+ 3,365
Total	3,214	\$199,736	3,180	\$202,250	3,174	\$213,205	-	-6 \$ + 10,955
2. Breakdown by Object Class:								
11 Personnel Compensation		\$124,145		\$125,894		\$132,894		\$ + 7,300
12 Personnel Benefits		22,507		23,513		25,087		+ 1,574
13 Benefits for Former Personnel		273		250		287		+ 17
21 Travel		977		871		1,048		+ 75
22 Transportation of Things		438		649		855		+ 8
23 Rent, Communications & Utilities		8,078		10,017		10,732		+ 715
24 Printing and Reproduction		5,493		6,280		6,576		+ 286
25 Other Services		16,498		18,618		17,035		+ 417
26 Supplies and Materials		4,266		3,935		4,082		+ 147
31 Equipment		19,062		14,321		14,749		+ 428
42 Insurance Claims and Indemnities		1		2		2		---
-- Sec. 308 Admin. Expense Reduction		--		--		-20		- -20
Total		\$199,736		\$202,250		\$213,205		\$ + \$10,955

Schedule B

Library of Congress
Salaries and Expenses
Analysis of Change
By Organization and By Object Class
FY 1995
(\$000)

Categories	PROGRAM CHANGES											
	Mandatory Changes		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases		Net Change	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:												
Collections Services	---	\$4,549	---	\$1,016	6	\$235	---	---	---	---	5	\$ + 5,800
Constituent Services	---	1,539	---	84	4	240	---	---	-16	-1,019	-12	+ 1,261
Law Library	---	290	---	8	---	---	---	50	---	---	---	+ 348
Cultural Affairs	---	191	---	40	1	64	---	---	-1	-114	---	+ 181
Management Support Services	---	2,386	---	572	1	64	---	388	---	-45	1	+ 3,365
Total	---	\$8,955	---	\$1,720	11	\$603	---	\$855	-17	-\$1,178	-8	\$ + 10,955
2. Breakdown by Object Class:												
11 Personnel Compensation		\$7,361	---	---	---	\$479	---	---	---	-\$540	\$	+ 7,300
12 Personnel Benefits		1,577	---	---	---	124	---	---	---	-127	+ 1,574	
13 Benefits for Former Personnel		17	---	---	---	---	---	---	---	---	---	+ 17
21 Travel		---	---	75	---	---	---	15	---	-15	---	+ 75
22 Transportation of Things		---	---	7	---	---	---	1	---	-2	---	+ 8
23 Rent, Communications & Utilities		---	---	328	---	---	---	389	---	-2	---	+ 715
24 Printing and Reproduction		---	---	47	---	---	---	310	---	-61	---	+ 296
25 Other Services		---	---	662	---	---	---	125	---	-370	---	+ 417
26 Supplies and Materials		---	---	147	---	---	---	15	---	-15	---	+ 147
31 Equipment		---	---	454	---	---	---	---	---	-26	---	+ 428
42 Insurance Claims and Indemnities		---	---	---	---	---	---	---	---	---	---	---
-- Sec. 308 Admin. Expense Reduction		---	---	---	---	---	---	---	---	-20	---	-20
Total		\$8,955		\$1,720		\$603		\$855		-\$1,178		\$ + \$10,955

Schedule C

Library of Congress
Salary and Expenses
Summary
Detailed Analysis of Changes
FY 1995
(\$000)

113.

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	3,180	\$202,250
Budget Base, 1994	3,180	202,250
	1995 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$1,707
2. Annualization of locality raise		1,678
3. Annualization of pay raise (foreign)		403
4. Accident compensation		123
5. Funding of 1/95 pay raise		3,105
6. Funding of 1/95 locality pay raise		2,527
7. Less: One extra day		-588
B. Price Level Changes		
1. Travel cost increases		75
2. Transportation of things increases		7
3. Rent and postage increases		328
4. Printing cost increases		47
5. ADP timesharing price increases		—
6. Miscellaneous services increases		618
7. Tuition and training increases		44
8. Supplies cost increases		147
9. Equipment cost increases		454
C. Program Increases		
1. Staff level increases	11	603
Unfinanced positions		—
Temporary position		—
2. Other Program increases		
a. Travel		15
b. Transportation of things		1
c. Rent, communications & utilities		389
d. Printing and reproduction		310
e. Other services		125
f. Supplies and materials		15
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits	-17	-667
Indefinite positions		—
2. Travel		-15
3. Transportation of things		-2
4. Rent, communications and utilities		-2
5. Printing and reproduction		-61
6. Other services		-370
7. Supplies and materials		-15
8. Equipment (Non-recurring)		-26
9. Sec. 308 Admin. Expense Reduction		-20
II. Net Increase/Decrease Requested	-6	10,955
III. Total Appropriation Request, 1995	3,174	\$213,205

Schedule C

Library of Congress
 Salaries and Expenses
 Collections Services
 Detailed Analysis of Changes
 FY 1995
 (\$000)

114.

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	1,663	\$94,499
Budget Base, 1994	1,663	94,499
	1995 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$848
2. Annualization of locality raise		857
3. Annualization of pay raise (foreign)		403
4. Accident compensation		---
5. Funding of 1/95 pay raise		1,514
6. Funding of 1/95 locality pay raise		1,229
7. Less One extra day		-302
B. Price Level Changes		
1. Travel cost increases		52
2. Transportation of things increases		7
3. Rent and postage increases		214
4. Printing cost increases		26
5. ADP timesharing price increases		---
6. Miscellaneous services increases		225
7. Tuition and training increases		6
8. Supplies cost increases		32
9. Equipment cost increases		454
C. Program Increases		
1. Staff level increases	5	235
Unfinanced positions		---
Temporary position		---
2. Other Program increases		
a. Travel		---
b. Transportation of things		---
c. Rent, communications & utilities		---
d. Printing and reproduction		---
e. Other services		---
f. Supplies and materials		---
g. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		---
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		---
II. Net Increase/Decrease Requested	5	5,800
III. Total Appropriation Request, 1995	1,668	\$100,299

Schedule C

Library of Congress
Salaries and Expenses
Constituent Services
Detailed Analysis of Changes
FY 1995
(\$000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	580	\$32,454
Budget Base, 1994	580	32,454
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$322
2. Annualization of locality raise		318
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/95 pay raise		550
6. Funding of 1/95 locality pay raise		448
7. Less: One extra day		-99
B. Price Level Changes		
1. Travel cost increases		6
2. Transportation of things increases		—
3. Rent and postage increases		10
4. Printing cost increases		5
5. ADP timesharing price increases		—
6. Miscellaneous services increases		47
7. Tuition and training increases		6
8. Supplies cost increases		10
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases	4	240
Unfinanced positions		—
Temporary position		—
2. Other Program increases		
a. Travel		15
b. Transportation of things		1
c. Rent, communications & utilities		1
d. Printing and reproduction		310
e. Other services		75
f. Supplies and materials		15
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits	-16	-603
Indefinite positions		—
2. Travel		-15
3. Transportation of things		-2
4. Rent, communications and utilities		-2
5. Printing and reproduction		-11
6. Other services		-370
7. Supplies and materials		-15
8. Equipment (Non-recurring)		-1
II. Net Increase/Decrease Requested	-12	1,261
III. Total Appropriation Request, 1995	568	\$33,715

Schedule C

Library of Congress
Salaries and Expenses
Law Library
Detailed Analysis of Changes
FY 1995
(\$000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	99	\$5,281
Budget Base, 1994	99	5,281
	1995 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$48
2. Annualization of locality raise		74
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/95 pay raise		103
6. Funding of 1/95 locality pay raise		86
7. Less: One extra day		-21
B. Price Level Changes		
1. Travel cost increases		1
2. Transportation of things increases		—
3. Rent and postage increases		—
4. Printing cost increases		1
5. ADP timesharing price increases		—
6. Miscellaneous services increases		6
7. Tuition and training increases		—
8. Supplies cost increases		—
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases		
Unfinanced positions		—
Temporary position		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		50
f. Supplies and materials		—
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits		—
Indefinite positions		—
2. Travel		—
3. Rent, communications and utilities		—
4. Printing and reproduction		—
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		348
III. Total Appropriation Request, 1995	99	\$5,629

Schedule C

Library of Congress
 Salaries and Expenses
 Cultural Affairs
 Detailed Analysis of Changes
 FY 1995
 (\$000)

117.

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	68	\$5,349
Budget Base, 1994	68	5,349
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$42
2. Annualization of locality raise		45
3. Annualization of pay raise (foreign)		—
4. Accident compensation		—
5. Funding of 1/95 pay raise		66
6. Funding of 1/95 locality pay raise		55
7. Less: One extra day		-17
B. Price Level Changes		
1. Travel cost increases		4
2. Transportation of things increases		—
3. Rent and postage increases		1
4. Printing cost increases		—
5. ADP timesharing price increases		—
6. Miscellaneous services increases		29
7. Tuition and training increases		1
8. Supplies cost increases		5
9. Equipment cost increases		—
C. Program Increases		
1. Staff level increases	1	64
Unfinanced positions		—
Temporary position		—
2. Other Program increases		
a. Travel		—
b. Transportation of things		—
c. Rent, communications & utilities		—
d. Printing and reproduction		—
e. Other services		—
f. Supplies and materials		—
g. Equipment		—
D. Program Decreases		
1. Salaries and benefits	-1	-64
Indefinite positions		—
2. Travel		—
3. Rent, communications and utilities		—
4. Printing and reproduction		-50
5. Other services		—
6. Equipment (Non-recurring)		—
II. Net Increase/Decrease Requested		181
III. Total Appropriation Request, 1995	68	\$5,530

Schedule C

Library of Congress
Salaries and Expenses
Management Support Services
Detailed Analysis of Changes
FY 1995
(\$000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	770	\$64,667
Budget Base, 1994	770	64,667
	1995 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$447
2. Annualization of locality raise		384
3. Annualization of pay raise (foreign)		---
4. Accident compensation		123
5. Funding of 1/95 pay raise		872
6. Funding of 1/95 locality pay raise		709
7. Less: One extra day		-149
B. Price Level Changes		
1. Travel cost increases		12
2. Transportation of things increases		---
3. Rent and postage increases		103
4. Printing cost increases		15
5. ADP timesharing price increases		---
6. Miscellaneous services increases		311
7. Tuition and training increases		31
8. Supplies cost increases		100
9. Equipment cost increases		---
C. Program Increases		
1. Staff level increases	1	64
Unfinanced positions		
2. Other Program increases		
a. Travel		---
b. Transportation of things		---
c. Rent, communications & utilities		388
d. Printing and reproduction		---
e. Other services		---
f. Supplies and materials		---
g. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		---
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		-25
7. Sec. 308 Admin. Expense Reduction		-20
II. Net Increase/Decrease Requested	1	3,365
III. Total Appropriation Request, 1995	771	\$68,032

LIBRARY OF CONGRESS

Salaries and Expenses

Program and Financing (in thousands of dollars)

Identification code 03-0101-0-1-503		1993 actual	1994 est.	1995 est.
Program by activities:				
Direct program:				
00.01	Collections services	93,466	94,500	100,300
00.02	Constituent services	29,446	32,454	33,713
00.03	Cultural affairs	5,538	5,349	5,530
00.04	Law library	5,300	5,280	5,629
00.05	Management support services	65,487	65,667	70,033
00.91	Total direct program	199,237	203,250	215,205
01.01	Reimbursable program	63,586	60,304	68,011
10.00	Total obligations	262,823	263,554	283,216
Financing:				
21.40	Unobligated balance available, start of year	- 8,039	- 10,149	- 9,149
24.40	Unobligated balance available, end of year	10,149	9,149	7,149
25.00	Unobligated balance expiring	970		
39.00	Budget authority (gross)	265,903	262,554	281,216
Budget authority:				
Current:				
40.00	Appropriation	195,663	194,750	205,336
Permanent:				
68.00	Spending authority from offsetting collections	70,240	67,804	75,880
Relation of obligations to outlays:				
71.00	Total obligations	262,823	263,554	283,216
72.40	Obligated balance, start of year	68,977	68,225	65,140
74.40	Obligated balance, end of year	- 68,225	- 65,140	- 63,140
77.00	Adjustments in expired accounts	- 1,988		
87.00	Outlays (gross)	261,607	266,639	285,216
Adjustments to gross budget authority and outlays:				
Offsetting collections from:				
88.00	Federal funds	- 63,720	- 60,454	- 68,168
88.40	Non-Federal sources	- 6,520	- 7,350	- 7,712
88.90	Total, offsetting collections	- 70,240	- 67,804	- 75,880
89.00	Budget authority (net)	195,663	194,750	205,336
90.00	Outlays (net)	191,367	198,835	209,336

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

LIBRARY OF CONGRESS

Salaries and Expenses

Object Classification (in thousands of dollars)

Identification code 03-0101-0-1-503		1993 actual	1994 est.	1995 est.
Direct obligations:				
Personnel compensation:				
11.1	Full-time permanent	121,443	123,958	131,196
11.3	Other than full-time permanent	1,046	767	790
11.5	Other personnel compensation	1,656	969	1,008
11.9	Total personnel compensation	124,145	125,694	132,994
12.1	Civilian personnel benefits	22,507	23,513	25,087
13.0	Benefits for former personnel	273	251	267
21.0	Travel and transportation of persons	978	971	1,047
22.0	Transportation of things	438	649	655
23.1	Rental payments to GSA	1,978	2,690	3,178
23.3	Communications, utilities, and miscellaneous charges	4,098	8,326	9,554
24.0	Printing and reproduction	5,493	6,280	6,576
25.1	Consulting services	2,111	1,624	1,321
25.2	Other services	14,387	14,994	15,694
26.0	Supplies and materials	3,766	3,935	4,081
31.0	Equipment	19,062	14,321	14,749
42.0	Insurance claims and indemnities	1	2	2
99.0	Subtotal, direct obligations	199,237	203,250	215,205
99.0	Reimbursable obligations	63,586	60,304	68,011
99.9	Total obligations	262,823	263,554	283,216

Personnel Summary

Direct:				
Total compensable workyears:				
1001	Full-time equivalent employment	2,964	2,881	2,884
1005	Full-time equivalent of overtime and holiday hours	18	15	14
Reimbursable:				
Total compensable workyears:				
2001	Full-time equivalent employment	158	172	173
2005	Full-time equivalent of overtime and holiday hours	3	3	3

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

LIBRARY OF CONGRESS

Copyright Office

Salaries and Expenses

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

	Total	Offsetting Collections	Regular Bill
1994 Budget	\$26,244,000	- \$16,833,000	\$ 9,411,000
1995 Estimate	27,956,000	- 17,427,000	10,529,000
Net Increase	+ \$ 1,712,000	- \$ 594,000	+ \$ 1,118,000

SUMMARY

FY 1994 Budget	FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.
	\$ -----		\$ 1,162,701	
556	23,472,425	561	23,768,124	+ 5
	\$ 2,771,575		\$ 3,019,175	
	-----		6,000	
	\$ 2,771,575		\$ 3,025,175	
				+ \$ 247,600
				+ 6,000
				+ \$ 253,600
556	26,244,000	561	27,956,000	+ 5
	- 16,833,000		- 17,427,000	-
556	\$ 9,411,000	561	\$10,529,000	+ 5

Mandatory Increases	
Positions	
Non-personal services:	
Price level	
Growing workload	
Total, Salaries & Expenses, Copyright Office	
Less: Offsetting Collections	
Total Appropriation	
Mandatory Increases	+ \$1,162,701
Price level	+ 543,299
Growing workload	+ 6,000
Total	+ \$1,712,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

	Total	Offsetting Collections	Regular Bill
1994 Budget	\$23,232,426	- \$14,500,000	\$ 8,732,426
1995 Estimate	24,319,426	- 14,500,000	9,819,426
Net Increase	+ \$ 1,087,000	- \$ ----	+ \$ 1,087,000

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount
	\$ ----		\$ 1,058,000		+ \$1,058,000
506	21,355,696	506	21,355,696		+
	\$ 1,876,730		\$ 1,905,730		+ \$ 29,000
	\$ 1,876,730		\$ 1,905,730		+ \$ 29,000
506	\$23,232,426	506	\$24,319,426		+ \$1,087,000
	- 14,500,000		- 14,500,000		- ----
506	\$ 8,732,426	506	\$ 9,819,426		+ \$1,087,000

Mandatory Increases

Positions

Non-personal services:

Price level

Growing workload

Total, Copyright Office - BASIC

Less: Offsetting Collections

Total Appropriation

Mandatory increases + \$1,058,000

Price level + 29,000

Growing workload + ----

Total + \$1,087,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

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1. BASIC

General Statement

The Copyright Office is charged with the administration of the U.S. copyright law. Accordingly, the Copyright Office processes claims for copyright registration, creates an on-line index of all claims that are registered, provides information to the public about United States copyright practices and procedures, and conducts certified searches of the copyright records. The Office also processes and records works deposited under the mandatory deposit provisions of the law as well as certain kinds of documents submitted for recordation.

The Register and the Copyright Office staff work closely with other U.S. Government organizations in both the executive and legislative branches. In this capacity, the Office assists congressional committees in drafting and analyzing legislation relating to intellectual property, represents the U.S. Government at numerous international copyright conclaves, and advises the U.S. Trade Representative, the State Department, and the Commerce Department on foreign trade policy and the protection of intellectual property abroad. Additionally, the Office provides copyright information and technical support for the copyright related activities of all executive branch agencies.

During fiscal 1993, the Librarian established the ACCORD Committee, chaired jointly by former Register of Copyrights Barbara Ringer, and Interim University Librarian at the University of Illinois at Urbana-Champaign, Robert Wedgeworth. He charged ACCORD with analyzing certain aspects of the proposed Copyright Reform Act (H.R. 897 and S. 373), and advising him on the Library's response to the Congressional Committees.

The Copyright Office's primary objectives for fiscal 1995 are: to maintain currency in processing copyright claims; to explore new ways of increasing productivity through increased use of technology and organizational innovations; to the extent that resources permit, to utilize recent advances in processing claims for works that are solely in electronic format; assimilate the functions of the Copyright Royalty Tribunal into a Copyright Arbitration and Royalty Panel operation in the Copyright Office; and plan for the implementation of the Copyright Reform Act, which passed the House in November, 1993.

The Library is requesting a total of \$24,319,426 to fund the basic Copyright Office in fiscal 1995. This represents an increase of \$1,087,000. Of this amount, \$1,058,000 is a result of mandatory increases, and \$29,000 is for non-personal services.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases + \$1,058,000

(1) Ingrades + \$ 208,943

Funds are requested to cover ingrades.

Salaries \$ 176,420
Personnel benefits 32,523
\$ 208,943

(2) Annualization of locality raise + \$ 197,500

This increase is necessary to provide for annualization of the 1994 locality raise, effective January 1994.

Salaries \$ 166,200
Personnel benefits 31,300
\$ 197,500

(3) Funding for January 1995 pay raise + \$ 411,100

This increase is necessary to provide for a 2.6 percent pay raise effective January 1995.

Salaries \$ 345,800
Personnel benefits 65,300
\$ 411,100

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases (continued)

+ \$ 326,300

(4) Funding for January 1995 locality pay + \$ 326,300

This increase is necessary to provide for a 2.1 percent
locality pay increase effective January 1995.

Salaries	\$ 274,500
Personnel benefits	51,800
	<u>\$ 326,300</u>

(5) Less: One extra day - \$ 85,843

Fiscal 1995 has 260 days, one less than fiscal 1994.

Salaries	\$ - 72,137
Personnel benefits	- 13,706
	<u>\$ - 85,843</u>

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount
B. Non-personal services		\$ 1,876,730		\$ 1,905,730	
				+ \$ 29,000	
Price level				+ \$ 29,000	

	FY 1994	FY 1995
	Base	Increase
Travel	\$81,900	\$4,900 6%
Printing	\$269,805	\$8,100 3%
Photoduplication	\$15,200	\$400 3%
Other Services, Miscellaneous	\$27,600	\$1,900 7%
Tuition and Training	\$30,900	\$2,200 7%
Maintenance & Repair to Equipment ..	\$50,000	\$2,100 4%
Data Base Services	\$25,000	\$1,500 6%
Sec. 308 Admin Expenses Reduction ..	----	- \$500
Office Supplies	\$179,800	\$7,200 4%
Computer Software	\$20,000	\$1,200 6%

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

1. BASIC

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 71,200	\$ 75,500	\$ 4,300	\$	\$ 4,300
2102 Attendance at Meetings	10,700	11,300	600		600
2103 Local Travel	300	300			
2110 Travel (ICI)	100,000	100,000			
2301 Postage	449,000	449,000			
2310 Local Telephone	63,400	63,400			
2320 Long Distance Telephone	86,500	86,500			
2327 Teletype etc.	100	100			
2330 Rental of Equipment	195,525	195,525			
2410 Printing, General	257,405	265,105	7,700		7,700
2420 Printing, Publications	2,300	2,300			
2421 Printing, Catalogs	12,400	12,400	400		400
2430 Photoduplication	15,200	15,600	400		400
2440 Offset Reproduction	4,000	4,000			
2501 Other Services, Miscellaneous	27,600	29,500	1,900		1,900
2520 Tuition and Training	30,900	33,100	2,200		2,200
2545 Grievance & Arbitration Services ..	3,000	3,000			
2560 Maintenance & Repair to Equipment ..	50,000	52,100	2,100		2,100
2563 Maintenance of Computer Software ..	150,000	150,000			
2580 Data Base Services	25,000	26,500	1,500		1,500
----- Sec. 308 Admin Expenses Reduction ..	0	- 500	- 500		- 500
2601 Office Supplies	179,800	187,000	7,200		7,200
2610 Computer Software	20,000	21,200	1,200		1,200
3100 Books and Library Materials	42,400	42,400			
3140 Equipment (ADP)	80,000	80,000			
Total, Non-personal Services	\$ 1,876,730	\$ 1,905,730	\$ 29,000	\$ ----	\$ 29,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

	Total	Offsetting Collections	Regular Bill
1994 Budget	\$ 2,333,000	- \$ 2,333,000	\$ -----
1995 Estimate	2,927,000	= 2,927,000	-----
Net Increase	+ \$ 594,000	- \$ 594,000	+ \$ -----

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount
35	1,480,055	40	1,775,754	+ 5	+ 295,699
\$ -----		+ \$ 74,401		+ \$ 74,401	
\$ 852,945		\$ 1,070,845		+ \$ 217,900	
-----		6,000		+ 6,000	
\$ 852,945		\$ 1,076,845		+ \$ 223,900	
35	\$ 2,333,000	40	\$ 2,927,000	+ 5	+ \$ 594,000
- 2,333,000		- 2,927,000		- 594,000	
35	\$ -----	40	\$ -----	+ 5	+ \$ -----

Mandatory Increases	
Positions	
Non-personal services:	
Price level	
Growing workload	
Total, Copyright Office - LICENSING	
Less: Offsetting Collections	
Total Appropriation	
Mandatory increases	+ \$ 74,401
Price level	+ 5
Growing workload	+ 6,000
Total	+ \$ 594,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

General Statement

The Copyright Office's Licensing Division administers the national compulsory licensing provisions of Public Law 94-554, the Audio Home Recording Act of 1992 and the Satellite Home Viewers Act. The Division annually collects over 300 million dollars in royalty fees from cable television systems for their use of copyrighted programming, for digital audio recording equipment and medium, and from satellite carriers who retransmit copyrighted television broadcasts to the more than two million home dish owners across the United States.

The Copyright Royalty Tribunal Reform Act of 1993 has been approved by Congress to become effective January 1, 1994. The Act provides for transferring a number of the Copyright Royalty Tribunal functions to the Library of Congress, with provisions for distribution of royalty fees with controversy and rate-making proceedings to be conducted by arbitration panels. The Deputy Librarian of Congress and the Action Registrar of Copyrights testified before the Senate Subcommittee on Patents, Copyrights, and Trademarks on October 5, 1993, with no objection to assume Tribunal functions. In general, the Licensing Division of the Copyright Office will perform the administrative/processing functions. The legislation provides for reasonable operating costs to be deducted from the royalty fees. The Library is requesting additional staff and equipment funds to implement this new legislation. These additional resources are funded by deductions from royalty fees.

The Library is requesting a total of \$2,927,000 to fund the Licensing Division in fiscal 1995. This represents an increase of \$594,000. Of this amount, \$74,401 is a result of mandatory increases, \$295,699 is for 5 positions related to the Copyright Royalty Tribunal Reform Act of 1993, and \$223,900 is for non-personal services. These resources are funded by deductions from royalty fees as offsetting collections as a matter of law.

2. LICENSING

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	No. Amount

A. Mandatory increases + \$ 74,401

(1) Ingrades and reallocations + \$ 17,526

Funds are requested to cover ingrades and reallocations.

Salaries \$ 14,810
Personnel benefits 2,716
\$ 17,526

(2) Annualization of locality pay + \$ 12,100

This increase is necessary to provide for annualization of the 1994 locality raise, effective January 1994.

Salaries \$ 10,300
Personnel benefits 1,800
\$ 12,100

(3) Funding for January 1995 pay raise + \$ 27,800

This increase is necessary to provide for a 2.6 percent pay raise effective January 1995.

Salaries \$ 23,600
Personnel benefits 4,200
\$ 27,800

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases (continued)

(4) Funding for January 1995 locality pay + \$ 22,500

This increase is necessary to provide for a 2.1 percent
locality pay increase effective January 1995.

Salaries	\$ 19,100
Personnel benefits	3,400
	<u>\$ 22,500</u>

(5) Less: One extra day - \$ 5,525

Fiscal 1995 has 260 days, one less than fiscal 1994.

Salaries	\$ - 4,643
Personnel benefits	- 882
	<u>\$ - 5,525</u>

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount
B. Positione	35	\$ 1,480,055	40	\$ 1,775,754	+ 5 + \$ 295,699

The Copyright Royalty Tribunal Reform Act of 1993 places additional operational responsibilities on the Copyright Licensing Division. These new duties include receiving and processing of royalty claims and ratemaking petitions; rulemaking and implementation of procedures and policies; convening arbitration panels; support to arbitration panels; creating public records; and identifying floor space for additional staff and public records.

The Copyright Licensing Division needs five new staff members to handle these additional responsibilities. An Attorney to write regulations and assist with distribution and ratemaking proceedings; a Financial Specialist to process distributions to claimants, determine investment/reinvestment maturity dates, and prepare fiscal reports for arbitration royalty panels; a Liaison Officer to maintain contacts (between royalty claimants, copyright users, Copyright Office, and the Library of Congress), coordinate/convene proceedings of copyright arbitration royalty panels, general assistant for royalty distributions and rate setting, and organize public record files; a Computer Systems Analyst to maintain the Copyright Licensing Automated System, and to write programs to obtain immediate fiscal and statistical data information reports for Arbitration Panels, Copyright Office and the Librarian of Congress; and a Program Assistant for clerical support.

1 GS-15 Attorney	\$ 88,588
1 GS-12 Financial Specialist	53,596
1 GS-12 Liaison Officer	53,596
1 GS-12 Computer Systems Analyst	53,596
1 GS-06 Program Assistant	27,823
5	\$277,199
Other Personnel Compensation .	15,000
Awards	2,500
Unemployment Compensation	1,000
	<u>\$295,699</u>

2. LICENSING

LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

C. Non-personal services \$ 852,945 \$ 1,076,845 + \$ 223,900

Price level + \$ 217,900

	FY 1994		FY 1995	
	Base		Increase	
Travel	\$6,600	\$4,800	73%	
Postage	\$27,000	\$1,500	6%	
Local Telephone	\$7,100	\$2,500	35%	
Long Distance Telephone	\$6,200	\$1,000	16%	
Rental of Equipment	\$33,200	\$2,700	8%	
Printing	\$25,900	\$15,800	61%	
Photoduplication	\$7,700	\$300	4%	
Other Services, Miscellaneous	\$21,900	\$2,600	12%	
Services of LC	\$381,140	\$69,500	18%	
Services of Copyright	\$236,760	\$57,200	24%	
Tuition and Training	\$9,900	\$1,700	17%	
Maintenance & Repair of Equipment ..	\$14,300	\$4,900	34%	
Office Supplies	\$9,600	\$2,400	25%	
Books and Library Materials	\$2,500	\$1,000	40%	
Equipment	\$61,845	\$50,000	81%	

LIBRARY OF CONGRESS
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SALARIES AND EXPENSES

2. LICENSING

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

C. Non-personal services (continued)

Growing Workload + \$ 6,000

Attendance at Meetings + \$ 6,000

The compulsory license provisions under the Copyright Act administered by the Licensing Division are complex and economically important which makes it necessary for the Division staff to attend training conducted by various professional and trade associations--the National Cable Television Association, Wireless Cable Association, Electronics Industry of America, and other such trade organizations.

+ \$ 6,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

2. LICENSING

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 5,220	\$ 6,520	\$ 1,300	\$	\$ 1,300
2102 Attendance at Meetings	1,280	10,280	3,000	6,000	9,000
2103 Local Travel	100	600	500		500
2301 Postage	27,000	28,500	1,500		1,500
2310 Local Telephone	7,100	9,600	2,500		2,500
2320 Long Distance Telephone	6,200	7,200	1,000		1,000
2330 Rental of Equipment	33,200	35,900	2,700		2,700
2410 Printing, General	25,900	41,700	15,800		15,800
2430 Photoduplication	7,700	8,000	300		300
2440 Offset Reproduction	1,300	1,300			
2501 Other Services, Miscellaneous	21,900	24,500	2,600		2,600
2516 Services of LC	381,140	450,640	69,500		69,500
2518 Services of Copyright	236,760	293,960	57,200		57,200
2520 Tuition and Training	9,900	11,600	1,700		1,700
2560 Maintenance & Repair of Equipment ..	14,300	19,200	4,900		4,900
2601 Office Supplies	9,600	12,000	2,400		2,400
3100 Books and Library Materials	2,500	3,500	1,000		1,000
3140 Equipment	61,845	111,845	50,000		50,000
Total, Non-personal Services	\$ 852,945	\$ 1,076,845	\$ 217,900	\$ 6,000	\$ 223,900

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

	Total	Offsetting Collections	Regular Bill
1994 Budget	\$ 678,574	- \$	----- \$ 678,574
1995 Estimate	709,574	-	----- 709,574
Net Increase	+ \$ 31,000	- \$	----- + \$ 31,000

Summary

	FY 1994 Budget		FY 1995 Estimate		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		\$ -----		\$ 30,300		+ \$ 30,300
Positions	15	636,674	15	636,674		\$ -----
Non-personal services:						
Price level		\$ 41,900		\$ 42,600		+ \$ 700
Total, Copyright Office - ACQUISITIONS	15	\$ 678,574	15	\$ 709,574		+ \$ 31,000

Mandatory increases + \$ 30,300
 Price level + 700
 Growing workload + -----
 Total + \$ 31,000

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

General Statement

The Copyright Acquisitions Division is responsible for the acquisition of domestic and international materials in various formats for the collections of the Library of Congress through the enforcement of the mandatory deposit requirement as stated in section 407 of the Copyright Act of 1976 (Title 17, U.S.C.). In addition, the Division is responsible for the administration of the recall provisions of the Motion Picture Agreement between the Library and the signatories to the agreement.

The Library's major objective is to use the mandatory provisions of the copyright law as an acquisition source to support the Library's programs.

The Library is requesting a total of \$709,574 to fund the Acquisitions Division in fiscal 1995. This represents an increase of \$31,000. Of this amount, \$30,300 is a result of mandatory increases, and \$700 is for non-personal services.

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases + \$ 30,300

(1) Ingrades and reallocations + \$ 3,745

Funds are requested to cover ingrades and reallocations

Salaries	\$ 3,279
Personnel benefits	466
	<u>\$ 3,745</u>

(2) Annualization of locality raise + \$ 6,500

This increase is necessary to provide for annualization of the 1994 locality raise, effective January 1994.

Salaries	\$ 5,400
Personnel benefits	1,100
	<u>\$ 6,500</u>

(3) Funding for January 1995 pay raise + \$ 12,600

This increase is necessary to provide for a 2.6 percent pay raise effective January 1995.

Salaries	\$ 10,600
Personnel benefits	2,000
	<u>\$ 12,600</u>

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

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3. ACQUISITIONS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	

A. Mandatory increases (continued)

(4) Funding for January 1995 locality pay + \$ 10,100

This increase is necessary to provide for a 2.1 percent
locality pay increase effective January 1995.

Salaries	\$ 8,500
Personnel benefits	1,600
	<u>\$ 10,100</u>

(5) Less: One extra day - \$ 2,645

Fiscal 1995 has 260 days, one less than fiscal 1994.

Salaries	\$ - 2,223
Personnel benefits	422
	<u>\$ - 2,645</u>

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount
B. Non-personal services		\$ 41,900		\$ 42,600	
Price level				+ \$ 700	
				+ \$ 700	

	FY 1994	FY 1995
	Base	Increase
Travel	\$3,500	\$200 6%
Rental of Equipment	\$4,600	\$200 4%
Printing	\$3,200	\$100 3%
Office Supplies	\$3,900	\$200 5%

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

3. ACQUISITIONS

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 3,500	\$ 3,700	\$ 200	\$	\$ 200
2301 Postage	3,000	3,000			
2310 Local Telephone	5,400	5,400			
2320 Long Distance Telephone	13,500	13,500			
2330 Rental of Equipment	4,600	4,800	200		200
2410 Printing, General	3,200	3,300	100		100
2430 Photoduplication	500	500			
2520 Tuition and Training	1,300	1,300			
2601 Office Supplies	3,900	4,100	200		200
3100 Books and Library Materials	3,000	3,000			
Total, Non-personal Services	\$ 41,900	\$ 42,600	\$ 700	\$	\$ 700

TABLE 1

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES

Income: Fiscal 1993

Additional Information

Estimated Value of Materials Transferred to the Library of Congress

	Copyright Registrations	Deposit Only	Total Items Transferred	Average Unit Price	Value of Items Transferred
Books	113,774	24,480	138,254	\$35.34	\$ 4,885,896
Books, Periodicals (for E & G) ..	91,893	5,065	96,958	\$ 3.00	290,874
Periodicals	200,274	314,921	515,195	\$ 6.94	3,575,453
Motion Pictures	12,196	1,120	13,316	\$ *	3,516,160
Music	40,753	54	40,807	\$22.00	897,754
Sound Recordings	20,670	2,388	23,058	\$10.00	230,580
Maps	4,500	75	4,575	\$26.00	118,950
Prints, Pictures, and Works of Art	<u>1,758</u>	<u>8</u>	<u>1,766</u>	<u>\$18.00</u>	<u>31,788</u>
Total	<u>485,818</u>	<u>348,111</u>	<u>833,929</u>		<u>\$13,547,455</u>

Total estimated value of materials transferred to the Library of Congress \$13,547,455
 Fees transferred to the appropriation 14,243,717
 Fees transferred to Miscellaneous Receipts
 Fees transferred to appropriations for annual costs of Licensing Division 2,217,000
 Total INCOME \$30,008,172

Obligations: Fiscal 1993

Salaries \$22,763,178
 Other Obligations 3,004,535
 Total OBLIGATIONS \$25,767,713

RATIO of Total INCOME to OBLIGATIONS 116%

*10,652 videos @ \$ 80.00 = \$ 852,160
 2,664 films @ \$1,000.00 = 2,664,000
\$3,516,160

LIBRARY OF CONGRESS
COPYRIGHT OFFICE
SALARIES AND EXPENSES
Additional Information

TABLE 11

The following table compares income and obligations for fiscal 1990 through 1995:

	1990	1991	1992	1993	1994 Estimate	1995 Estimate
Income:						
Fees credited to appropriation	\$ 6,907,000	\$11,000,000	\$14,000,000	\$14,243,717	\$14,500,000	\$14,500,000
Fees credited to appropriation from cable and jukebox	1,124,000	1,860,000	1,979,000	2,217,000	2,333,000	2,927,000
Fees transferred to misc. receipts .	556,040	1,236,398	14,412	-----	-----	-----
Estimated value of materials selected by the Library	10,827,416	11,037,401	12,133,928	13,547,455	13,000,000	13,000,000
Total Income	\$19,414,456	\$25,133,799	\$28,127,340	\$30,008,172	\$29,833,000	\$30,427,000
Obligations:						
Salaries	\$18,398,840	\$19,700,596	\$21,713,950	\$22,763,178	\$23,472,425	\$24,930,825
Other Obligations	1,507,889	3,011,484	4,146,858	3,004,535	2,771,575	3,025,175
Total Obligations	\$19,906,729	\$22,712,080	\$25,860,808	\$25,767,713	\$26,244,000	\$27,956,000
RATIO of Total Income to Obligations	98%	111%	109%	116%	114%	109%

Schedule A

Library of Congress
Copyright Office
By Organization and By Object Class
FY 1995
(\$000)

Categories	FY93 Actual		FY94 Estimate		FY95 Estimate		Net Change 94/95	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Basic Program	506	\$22,985	506	\$23,232	506	\$24,319	---	\$ + 1,087
Licensing Division	35	2,130	35	2,333	40	2,927	+	5 + 594
Acquisitions Division	15	652	15	679	15	710	---	+ 31
Total	556	\$25,767	556	\$26,244	561	\$27,956	+	5 \$ + 1,712
2. Breakdown by Object Class:								
11 Personnel Compensation		\$19,277		\$19,605		\$20,819		\$ + 1,214
12 Personnel Benefits		3,456		3,847		4,090		+ 243
13 Benefits for Former Personnel		30		20		21		+ 1
21 Travel		197		192		208		+ 16
22 Transportation of Things		7		---		---		---
23 Rent, Communications & Utilities		809		895		903		+ 8
24 Printing and Reproduction		275		330		355		+ 25
25 Other Services		978		952		1,096		+ 144
26 Supplies and Materials		180		213		224		+ 11
31 Equipment		558		190		241		+ 51
-- Sec. 308 Admin. Expense Reduction		--		--		-1		- -1
Total		\$25,767		\$26,244		\$27,956		\$ + 1,712

Schedule B

Library of Congress
Copyright Office
Analysis of Change
By Organization and By Object Class
FY 1995
(\$000)

Categories	Mandatory Changes		Price Level Changes		PROGRAM CHANGES						Net Change	
	Amount		Staff		Staff Level Increases		Other Increases		Program Decreases		Amount	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:												
Basic Program	---	\$1,058	---	\$30	---	---	---	---	---	-\$1	---	\$ + 1,087
Licensing Division	---	74	---	218	5	296	---	6	---	---	5	+ 594
Acquisitions Division	---	30	---	1	---	---	---	---	---	---	---	+ 31
Total	---	\$1,162	---	\$249	5	\$296	---	\$6	---	-\$1	5	\$ + 1,712
2. Breakdown by Object Class:												
11 Personnel Compensation		\$979		---		\$235		---		---		\$ + 1,214
12 Personnel Benefits		183		---		60		---		---		+ 243
13 Benefits for Former Personnel		---		---		1		---		---		+ 1
21 Travel		---		10		---		6		---		+ 16
22 Transportation of Things		---		---		---		---		---		---
23 Rent, Communications & Utilities		---		8		---		---		---		+ 8
24 Printing and Reproduction		---		25		---		---		---		+ 25
25 Other Services		---		144		---		---		---		+ 144
26 Supplies and Materials		---		11		---		---		---		+ 11
31 Equipment		---		51		---		---		---		+ 51
-- Sac. 308 Admin. Expense Reduction		---		---		---		---		---		- -1
Total		\$1,162		\$249		\$296		\$6		-\$1		\$ + 1,712

Schedule C

Library of Congress
Copyright Office
Summary
Detailed Analysis of Changes
FY 1995
(\$000)

144.

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	556	\$26,244
Budget Base, 1994	556	26,244
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$231
2. Annualization of locality raise		216
3. Annualization of pay raise (foreign)		---
4. Accident compensation		---
5. Funding of 1/95 pay raise		452
6. Funding of 1/95 locality pay raise		358
7. Less: 1 extra day		-95
B. Price Level Changes		
1. Travel cost increases		10
2. Transportation of things increases		---
3. Rent and postage increases		8
4. Printing cost increases		25
5. ADP timesharing price increases		---
6. Miscellaneous services increases		140
7. Tuition and training increases		4
8. Supplies cost increases		11
9. Equipment cost increases		51
C. Program Increases		
1. Staff level increases	5	296
Unfinanced positions		---
2. Other Program increases		
a. Personnel benefits		---
b. Travel		6
c. Transportation of things		---
d. Rent, communications & utilities		---
e. Printing and reproduction		---
f. Other services		---
g. Supplies and materials		---
h. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		---
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		---
7. Sec. 308 Admin. expense reduction		-1
II. Net Increase/Decrease Requested	5	1,712
III. Total Appropriation Request, 1995	561	\$27,956

Schedule C

Library of Congress
Copyright Office
Basic Program
Detailed Analysis of Changes
FY 1995
(\$000)

145.

	Calculation of Base	
	Staff	Amount
	506	\$23,232
Appropriation, 1994	506	23,232
Budget Base, 1994		
	1995 Request	
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$209
2. Annualization of locality raise		198
3. Annualization of pay raise (foreign)		---
4. Accident compensation		---
5. Funding of 1/95 pay raise		411
6. Funding of 1/95 locality pay raise		326
7. Less: One extra day		-86
B. Price Level Changes		
1. Travel cost increases		5
2. Transportation of things increases		---
3. Rent and postage increases		---
4. Printing cost increases		9
5. ADP timesharing price increases		---
6. Miscellaneous services increases		6
7. Tuition and training increases		2
8. Supplies cost increases		8
9. Equipment cost increases		---
C. Program Increases		
1. Staff level increases	---	---
Unfinanced positions		---
2. Other Program increases		
a. Personnel benefits		---
b. Travel		---
c. Transportation of things		---
d. Rent, communications & utilities		---
e. Printing and reproduction		---
f. Other services		---
g. Supplies and materials		---
h. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		---
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		---
7. Sec. 308 Admin. expense reduction		-1
II. Net Increase/Decrease Requested	---	1,087
III. Total Appropriation Request, 1995	506	\$24,319

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Schedule C

Library of Congress
Copyright Office
Licensing Division
Detailed Analysis of Changes
FY 1995
(\$000)

146.

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	35	\$2,333
Budget Base, 1994	35	2,333
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$18
2. Annualization of locality raise		12
3. Annualization of pay raise (foreign)		---
4. Accident compensation		---
5. Funding of 1/95 pay raise		28
6. Funding of 1/95 locality pay raise		22
7. Less: One extra day		-6
B. Price Level Changes		
1. Travel cost increases		5
2. Transportation of things increases		---
3. Rent and postage increases		8
4. Printing cost increases		16
5. ADP timesharing price increases		---
6. Miscellaneous services increases		134
7. Tuition and training increases		2
8. Supplies cost increases		2
9. Equipment cost increases		51
C. Program Increases		
1. Staff level increases	5	296
Unfinanced positions		---
2. Other Program increases		
a. Travel		6
b. Transportation of things		---
c. Rent, communications & utilities		---
d. Printing and reproduction		---
e. Other services		---
f. Supplies and materials		---
g. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		---
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		---
7. Sec. 308 Admin expense reduction		---
II. Net Increase/Decrease Requested	5	594
III. Total Appropriation Request, 1995	40	\$2,927

Schedule C

Library of Congress
 Copyright Office
 Acquisitions Division
 Detailed Analysis of Changes
 FY 1995
 (\$000)

147.

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	15	\$679
Budget Base, 1994	15	679
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Rent increase and related benefits		\$4
2. Annualization of locality raise		6
3. Annualization of pay raise (foreign)		---
4. Accident compensation		---
5. Funding of 1/95 pay raise		13
6. Funding of 1/95 locality pay raise		10
7. Less: One extra day		-3
B. Price Level Changes		
1. Travel cost increases		---
2. Transportation of things increases		---
3. Rent and postage increases		---
4. Printing cost increases		---
5. ADP timesharing price increases		---
6. Miscellaneous services increases		---
7. Tuition and training increases		---
8. Supplies cost increases		1
9. Equipment cost increases		---
C. Program Increases		
1. Staff level increases	---	---
Unfinanced positions		---
2. Other Program increases		
a. Travel		---
b. Transportation of things		---
c. Rent, communications & utilities		---
d. Printing and reproduction		---
e. Other services		---
f. Supplies and materials		---
g. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Travel		---
3. Rent, communications and utilities		---
4. Printing and reproduction		---
5. Other services		---
6. Equipment (Non-recurring)		---
7. Sec 308 Admin expense reduction		---
II. Net Increase/Decrease Requested	---	31
III. Total Appropriation Request, 1995	15	\$710

LIBRARY OF CONGRESS

Copyright Office

Program and Financing (in thousands of dollars)

Identification code 03-0102-0-1-376	1993 actual	1994 est.	1995 est.
Program by activities:			
00 01 Receiving and accounting for applications, fees, and correspondence	5,510	5,597	5,859
00 02 Examining copyright applications	6,918	7,037	7,366
00 03 Indexing and cataloging materials received	5,023	5,109	5,348
00 04 Reference service	3,584	3,646	3,817
00 05 Publishing the catalog of copyright entries and bulletins of decisions	7	8	9
00 06 General supervision and legal services	1,804	1,835	1,920
00 07 Licensing division	2,217	2,333	2,927
00 08 Acquisitions	679	679	710
10 00 Total obligations	25,742	26,244	27,956
Financing:			
25 00 Unobligated balance expiring	230		
39 00 Budget authority (gross)	25,972	26,244	27,956
Budget authority:			
Current:			
40 00 Appropriation	9,511	9,411	10,529
Permanent:			
68 00 Spending authority from offsetting collections	16,461	16,833	17,427
Relations of obligations to outlays:			
71 00 Total obligations	25,742	26,244	27,956
72 40 Obligated balance, start of year	3,329	2,014	2,339
74 40 Obligated balance, end of year	-2,014	-2,339	-2,536
77 00 Adjustments in expired accounts	-22		
87 00 Outlays (gross)	27,035	25,919	27,759
Adjustments to gross budget authority and outlays:			
Deductions for offsetting collections:			
88 40 Non-Federal sources	-16,461	-16,833	-17,427
89 00 Budget authority (net)	9,511	9,411	10,529
90 00 Outlays (net)	10,574	9,086	10,332

Object Classification (in thousands of dollars)

Identification code 03-0102-0-1-376	1993 actual	1994 est.	1995 est.
Personnel compensation:			
11 1 Full-time permanent	18,991	19,421	20,609
11 5 Other personnel compensation	286	184	210
11 9 Total personnel compensation	19,277	19,605	20,819
12 1 Civilian personnel benefits	3,456	3,847	4,090
13 0 Benefits for former personnel	30	20	21
21 0 Travel and transportation of persons	172	192	208
22 0 Transportation of things	7		
23 3 Communications, utilities, and miscellaneous charges	809	855	903
24 0 Printing and reproduction	275	330	355
25 1 Consulting services	104		
25 2 Other services	874	952	1,095
26 0 Supplies and materials	180	213	224
31 0 Equipment	558	190	241
99 9 Total obligations	25,742	26,244	27,956

Personnel Summary

Total compensable workyears:			
1001 Full-time equivalent employment	536	523	521
1005 Full-time equivalent of overtime and holiday hours	4	4	4

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

LIBRARY OF CONGRESS

Congressional Research Service

Salaries and Expenses

LIBRARY OF CONGRESS CONGRESSIONAL RESEARCH SERVICE SALARIES AND EXPENSES

1994 Budget \$56,718,000
1995 Estimate 60,411,000
Net Increase + \$ 3,693,000

SUMMARY

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

Mandatory Increases \$ ----- \$ 3,342,187 + \$3,342,187

Ingrades and reallocations + 1,013,059
Annualization of January 1994 locality raise + 597,300
January 1995 pay raise + 1,075,400
January 1995 locality pay + 868,400
Less: One extra day - 211,972

Positions:

Permanent 835 \$49,592,190 835 \$49,592,190 + \$ ---
Special and Temporary (36) 926,310 (36) 926,310 ---
Other Personnel Compensation 107,500 107,500 ---
835 \$50,626,000 835 \$50,626,000 + \$ ---

Non-personal services:

Price level \$ 6,092,000 \$ 6,442,813 + \$ 350,813
Growing workload ---
\$ 6,092,000 \$ 6,442,813 + \$ 350,813

Total, Congressional Research Service 835 \$56,718,000 835 \$60,411,000 + \$3,693,000
(36)

Mandatory increases + \$3,342,187
Price level + 350,813
Growing workload + ---
Total + \$3,693,000

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

General Statement

Mission and Programs

The Congressional Research Service mission is to work exclusively and directly for all Members and Committees of Congress in support of their legislative, oversight, and representational functions. This department of the Library of Congress provides high quality research, analysis, and information services that are timely, objective, nonpartisan, and confidential. The Service's knowledgeable staff both responds to and anticipates congressional needs and addresses policy issues in an interdisciplinary, integrative manner. The Service maintains close ties with the Congress and, consistent with its broad congressional mandate, provides a wide variety of services with the goal of contributing to an informed national legislature.

To carry out this mission, CRS staff provide a great diversity of research and reference services, including close support to the legislative process through analytic reports and consultations, analyses of alternative legislative proposals and their impacts, assistance in hearings and other phases of the legislative and oversight processes, and analysis of emerging issues and trend data.

The Service conducts workshops and seminars on public policy issues for Members and staff. To assist congressional staff to make most effective use of CRS and other resources available to them, a program of Legislative Institutes, District Workshops and other briefings has been developed.

CRS also works cooperatively with other Congressional support agencies: the Congressional Budget Office, the General Accounting Office, and the Office of Technology Assessment, and with other specialized groups of the Congress.

Fiscal 1995 Request

The Congressional Research Service is requesting a total of \$60,411,000 to support services to the Congress in fiscal 1995. This represents an increase of \$3,693,000 over fiscal 1994, and is composed of \$3,342,187 for mandatory increases and \$350,813 for price level changes.

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	

A. Mandatory increases + \$3,342,187

(1) Ingrades and reallocations + \$1,013,059

Funds are requested to cover ingrade and reallocation increases.

Salaries \$ 851,711
Personnel benefits 161,348
..... \$1,013,059

(2) Annualization of January 1994 locality raise + \$ 597,300

This increase is necessary to provide for annualization of the locality raise of 4.23 percent, effective in January 1994.

Salaries \$ 490,200
Special and Temporary 10,700
Other Personnel Compensation 1,200
Personnel benefits 95,200
..... \$ 597,300

(3) Funding for January 1995 pay raise + \$1,075,400

This increase is necessary to provide for a 2.6 percent pay raise effective January 1995.

Salaries \$ 883,600
Special and Temporary 18,400
Other Personnel Compensation 2,100
Personnel benefits 171,300
..... \$1,075,400

150.

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases (continued)

(4) Funding for January 1995 locality pay + \$ 868,400

This increase is necessary to provide for a 2.1 percent
locality pay increase effective January 1995.

Salaries	\$ 713,600
Special and Temporary	14,800
Other Personnel Compensation	1,700
Personnel benefits	<u>138,300</u>
	<u>\$ 868,400</u>

(5) Less: One extra day - \$ 211,972

Fiscal 1995 has 260 days, one less than fiscal 1994.

Salaries	- \$178,128
Personnel benefits	<u>- 33,844</u>
	<u>- \$211,972</u>

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

8. Non-personal services \$ 6,092,000 \$ 6,442,813 + \$ 350,813

Price level + \$ 350,813

	FY 1994		FY 1995	
	Base		Increase	
Travel	\$162,682	\$9,800	6%	
Rental of Equipment	\$1,299,300	\$65,000	5%	
Printing	\$505,685	\$15,100	3%	
Photoduplication	\$42,263	\$1,700	4%	
Offset Reproduction	\$364,900	\$13,500	4%	
Other Services, Miscellaneous	\$293,170	\$20,200	7%	
Services of Other Agencies	\$44,300	\$2,700	6%	
Tuition and Training	\$108,300	\$7,600	7%	
Security Investigations	\$15,100	\$6,800	45%	
Professional & Consultant Services ..	\$400,600	\$16,800	4%	
Data Base Services	\$805,400	\$49,100	6%	
Sec. 308 Admin Expenses Reduction ..	----	- \$587		
Office Supplies	\$438,700	\$17,600	4%	
Computer Software	\$68,900	\$4,100	6%	
Pamphlets and Documents	\$8,700	\$700	8%	
Books and Library Materials	\$106,600	\$10,700	10%	
Subscriptions	\$1,095,400	\$110,000	10%	

LIBRARY OF CONGRESS
CONGRESSIONAL RESEARCH SERVICE
SALARIES AND EXPENSES

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 107,882	\$ 114,382	\$ 6,500	\$	\$ 6,500
2102 Attendance at Meetings	54,800	58,100	3,300		3,300
2103 Local Travel	1,500	1,500			
2301 Postage	48,200	48,200			
2310 Local Telephone	183,500	183,500			
2320 Long Distance Telephone	94,000	94,000			
2321 Long Distance Telephone - Data Comm.	4,000	4,000			
2327 Teletype etc.	800	800			
2330 Rental of Equipment	1,299,300	1,364,300	65,000		65,000
2410 Printing, General	88,170	90,770	2,600		2,600
2420 Printing, Publications	417,515	430,015	12,500		12,500
2430 Photoduplication	42,263	43,963	1,700		1,700
2440 Offset Reproduction	364,900	378,400	13,500		13,500
2501 Other Services, Miscellaneous	233,170	313,370	20,200		20,200
2515 Services of Other Agencies	44,300	47,000	2,700		2,700
2520 Tuition and Training	108,300	115,900	7,600		7,600
2540 Security Investigations	15,100	21,900	6,800		6,800
2550 Professional and Consultant Services	400,600	417,400	16,800		16,800
2580 Data Base Services	805,400	854,500	49,100		49,100
2601 Office Supplies	438,700	456,300	17,600		17,600
2610 Computer Software	68,900	73,000	4,100		4,100
2650 Pamphlets and Documents	8,700	9,400	700		700
---- Sec. 308 Admin Expenses Reduction ..	0	587	-	587	- 587
3100 Books and Library Materials	106,600	117,300	10,700		10,700
3102 Subscriptions	1,095,400	1,205,400	110,000		110,000
Total, Non-personal Services	\$ 6,092,000	\$ 6,442,813	\$ 350,813		\$ 350,813

Schedule A

Congressional Research Service

Summary

By Organization and By Object Class

FY 1995

(\$000)

Categories	FY93 Actual		FY94 Estimate		FY95 Estimate		Net Change 94/95	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Policy Analysis and Research	463 (13)	\$28,853	503 (13)	\$30,254	503 (13)	\$32,255		\$ + 2,001
Documentation and Status of Legislation	41	2,506	40	2,385	40	2,544		+ 159
Information and Reference Services	264 (23)	16,834	248 (23)	15,353	248 (23)	16,360		+ 1,007
Executive Direction and Support	46	8,937	44	8,726	44	9,252		+ 526
Total	814 (36)	\$57,130	835 (36)	\$56,718	835 (36)	\$60,411		\$ + 3,693
2. Breakdown by Object Class:								
11 Personnel Compensation		\$43,190		\$42,290		\$45,100		\$ + 2,810
12 Personnel Benefits		7,840		8,296		8,828		+ 532
13 Benefits for Former Personnel		20		40		40		---
21 Travel		81		164		173		+ 9
22 Transportation of Things		5		0		0		---
23 Rent, Communications & Utilities		865		1,630		1,695		+ 65
24 Printing and Reproduction		364		913		943		+ 30
25 Other Services		2,199		1,667		1,771		+ 104
26 Supplies and Materials		700		516		539		+ 23
31 Equipment		1,866		1,202		1,323		+ 121
-- Sec. 308 Admin. Expense Reduction		--		--		-1		-1
Total		\$57,130		\$56,718		\$60,411		\$ + 3,693

Schedule B

Congressional Research Service
Analysis of Change
By Organization and By Object Class
FY 1985
(\$000)

Categories	Mandatory Changes		Price Level Changes		PROGRAM CHANGES						Net Change	
	Staff	Amount	Staff	Amount	Staff Level Increases		Other Increases		Program Decreases		Staff	Amount
					Staff	Amount	Staff	Amount	Staff	Amount		
1. Breakdown by Organization: Policy Analysis and Research Documentation and Status of Legislation Information and Reference Services Executive Direction and Support	---	\$2,001	---	---	---	---	---	---	---	---	---	\$ + 2,001
	---	158	---	---	---	---	---	---	---	---	---	+ 158
	---	1,008	---	---	---	---	---	---	---	---	---	+ 1,008
	---	175	---	---	---	---	---	---	---	---	---	+ 528
	---	\$3,342	---	---	---	---	---	---	---	---	---	\$ + 3,693
2. Breakdown by Object Class: 11 Personnel Compensation 12 Personnel Benefits 13 Benefits for Former Personnel 21 Travel 22 Transportation of Things 23 Rent, Communications & Utilities 24 Printing and Reproduction 26 Other Services 28 Supplies and Materials 31 Equipment - Sec. 308 Admin. Expense Reduction	---	\$2,610	---	---	---	---	---	---	---	---	---	\$ + 2,610
	---	532	---	---	---	---	---	---	---	---	---	+ 532
	---	---	---	---	---	---	---	---	---	---	---	---
	---	---	---	9	---	---	---	---	---	---	---	+ 9
	---	---	---	---	---	---	---	---	---	---	---	---
	---	---	---	65	---	---	---	---	---	---	---	+ 65
	---	---	---	30	---	---	---	---	---	---	---	+ 30
	---	---	---	104	---	---	---	---	---	---	---	+ 104
	---	---	---	23	---	---	---	---	---	---	---	+ 23
	---	---	---	121	---	---	---	---	---	---	---	+ 121
	---	---	---	---	---	---	---	---	---	---	---	- .1
	---	\$3,342	---	---	---	---	---	---	---	---	---	\$ + \$3,693

Schedule C

Congressional Research Service
Summary
Detailed Analysis of Changes

Appropriation, 1994

Budget Base, 1994

I. Adjustments to Base

A. Mandatory Changes

1. Ingrades and Reallocations
2. Annualization of locality raise
3. January 1995 pay raise
4. January 1995 locality pay
5. Less one extra day

B. Price Level

1. Regular Travel
2. Attendance at Meetings
3. Rental of Equipment
4. Printing, General
5. Printing, Publications
6. Photoduplication
7. Offset Reproduction
8. Other Services, Miscellaneous
9. Services of Other Agencies
10. Tuition and Training
11. Security Investigations
12. Professional and Consultant Services
13. Data Base Subscriptions
14. Sec 308 Admin Expenses Reduction
15. Office Supplies
16. Computer Software
17. Pamphlets and Documents
18. Books and Materials
19. Subscriptions

C. Growing Workload

1. Staff level increases

II. Net Increase/Decrease Requested

III. Total Appropriation Request, 1995

Calculation of Base		
Staff	Amount (\$000)	
835 (36)		56,718
835 (36)		56,718
1995 Request		
Staff	Amount (\$000)	
		1,013
		597
		1,076
		868
		(212)
		6
		3
		65
		3
		12
		2
		13
		20
		3
		8
		7
		17
		49
		(1)
		18
		4
		1
		11
		110
		0
0		3,693
835 (36)		60,411

Schedule D

Congressional Research Service
Summary
Fiscal Year 1995 Budget Request
(\$000)

	Positions	Amount
Appropriation, 1994	835	\$56,718
Budget Base, 1994	(36)	
	835	\$56,718
	(36)	
Proposed Changes for Fiscal Year 1995:		
Mandatory Pay and Related Costs		\$3,342
Price Level Changes		352
Decreases:		
Sec. 308 Admin. Expense Reduction		-1
Total Proposed Changes	---	\$3,693
Budget Request, 1995	835	\$60,411
	(36)	

Schedule E

Congressional Research Service
Summary
Direct and Indirect Employees

Classification	Number of Employees *				Dollars **		
	FY1993	FY1994E	FY1995E	FY1995E	FY1993	FY1994E	FY1995E
Staff Ceiling (full-time permanent positions)	900 (864)	871 (835)	871 (835)				
1110 FTE Employees**	808	779	767		42,255	41,364	44,130
(full-time employees)	(803)	(772)	(760)				
(part-time employees)	(10)	(14)	(14)				
1130 Special & Temporary Employees	36	36	36		934	926	970
2501 Other Services (contracts for on-site personal services)*	9	9	9		202	202	202

* Includes employees, whose services are obtained under contract with an individual or an organization, performing on-site services (in agency work space) for six months or more during a twelve month period.

** Includes 1150 compensation and 1180 special personal services payments

Congressional Research Service

Object Class 25.0 Service Contracts (Indirect Employment)						
Type of service provided under contract**	Number of Contracts**			Dollars		
	1993	1994Est.	1995Est.	1993	1994Est.	1995Est.
Data Base Subscriptions	36	31	31	631	806	855
Services of Other Agencies	4	5	5	9	44	47
Grievance & Arbitration	0	0	0	0	0	0
Research	27	10	10	1,137	401	417
Security Investigations	8	5	5	25	15	22
Support Services	1	1	1	202	202	202
Training	309	309	309	78	108	116
Misc. Purchase Orders	n/a	n/a	n/a	117	91	111
Sec 308 Admin Exp Reduction						-1
TOTAL*	385	361	361	2,199	1,667	1,769

* This includes the total number of contracts and the total dollars under object class 25.0

** Research and Support Services are contracts; all others are purchase orders

ITEM	1987	1988	1989	1990**	1991	1992	1993	1994E	1995E
11.1 FULL - TIME PERM. POSITIONS	29,706	31,607	32,951	34,438	36,675	40,545	42,081	41,256	44,017
11.3 OTHER THAN FULL - TIME PERM.	538	741	783	659	721	915	934	926	970
11.5 OTHER PERSONNEL COMP.	153	140	92	64	166	102	45	108	113
11.8 SPEC PERS SERV PYMTS	0	1	0	7	69	156	130	0	0
TOTAL PERSONNEL COMP.	30,397	32,489	33,826	35,168	37,631	41,718	43,190	42,290	45,100
12.1 PERSONNEL BENEFITS	3,498	4,853	5,567	6,080	6,499	7,416	7,840	8,296	8,828
13.0 BENEFITS FOR FORMER PERS.	50	10	20	14	24	23	20	40	40
21.0 TRAVEL & TRAN. OF PERSONS	51	82	136	79	159	157	81	164	174
22.0 TRANS. OF THINGS	2	4	6	4	5	6	5	0	0
23.0 COMMUN., UTILITIES & RENT	1,058	1,250	982	886	858	925	865	1,630	1,695
24.0 PRINTING & REPRODUCTION	580	737	690	535	710	468	364	913	943
25.0 OTHER SERVICES	2,016	1,554	1,690	1,483	3,040	2,801	2,199	1,567	1,769
26.0 SUPPLIES & MATERIALS	468	487	487	406	800	819	700	516	539
31.0 EQUIPMENT	1,259	1,493	1,143	1,010	1,984	1,998	1,866	1,202	1,323
TOTAL OBLIGATIONS	39,379	42,959	44,547	45,665	51,710	56,331	57,130	56,718	60,411
NO. OF REQUESTS CLEARED (000's)	443	488	542	509	510	645	616	622	628
FULL - TIME PERMANENT POSITIONS*	860	860	860	864	864	864	835	835	835
OPERATING FULL - TIME PERMANENTS*	815	815	815	819	820	820	792	791	791
SUPPORT FULL - TIME PERMANENTS*	45	46	46	45	44	44	43	44	44
REQUESTS/FULL - TIME AUTH PERM	515	567	583	580	590	746	738	745	752

* Authorized positions

**Includes \$225,000 spending/obligation limitation

LIBRARY OF CONGRESS

Congressional Research Service

Program and Financing (in thousands of dollars)

Identification code 03-0127-0-1-801	1993 actual	1994 est.	1995 est.
Program by activities:			
Direct program:			
00 01 Policy analysis and research	28,859	30,254	32,255
00 02 Documentation and status of legislation	2,506	2,385	2,544
00 03 Information and reference service	16,834	15,353	16,360
00 04 Executive direction and support	8,937	8,726	9,252
00 91 Total direct program	57,136	56,718	60,411
01 01 Reimbursable program	1,536	1,593	225
10.00 Total obligations	58,672	58,311	60,636
Financing:			
25.00 Unobligated balance expiring	155		
39.00 Budget authority (gross)	58,827	58,311	60,636
Budget authority:			
Current:			
40.00 Appropriation	57,291	56,718	60,411
68.00 Permanent:			
Spending authority from offsetting collections	1,536	1,593	225
Relations of obligations to outlays:			
71.00 Total obligations	58,672	58,311	60,636
72.40 Obligated balance, start of year	6,749	4,780	4,537
74.40 Obligated balance, end of year	-4,780	-4,537	-4,833
77.00 Adjustments in expired accounts	-128		
87.00 Outlays (gross)	60,513	58,554	60,340
Adjustment to gross budget authority and outlays:			
Deductions for offsetting collections:			
88.00 Federal funds	-1,536	-1,593	-225
89.00 Budget authority (net)	57,291	56,718	60,411
90.00 Outlays (net)	58,977	56,961	60,115

Object Classification (in thousands of dollars)

Identification code 03-0127-0-1-801	1993 actual	1994 est.	1995 est.
Direct obligations:			
Personnel compensation:			
11.1 Full-time permanent	42,080	41,256	44,017
11.3 Other than full-time permanent	934	926	970
11.5 Other personnel compensation	175	108	113
11.9 Total personnel compensation	43,189	42,290	45,100
12.1 Civilian personnel benefits	7,840	8,296	8,828
13.0 Benefits for former personnel	20	40	40
21.0 Travel and transportation of persons	87	164	174
22.0 Transportation of things	5		
23.3 Communications, utilities, and miscellaneous charges	866	1,630	1,695
24.0 Printing and reproduction	364	913	943
25.1 Consulting Services	1,137	401	417
25.2 Other services	1,062	1,266	1,352
26.0 Supplies and materials	700	516	539
31.0 Equipment	1,866	1,202	1,323
99.0 Subtotal, direct obligations	57,136	56,718	60,411
99.0 Reimbursable obligations	1,536	1,593	225
99.9 Total obligations	58,672	58,311	60,636

Personnel Summary

Direct:			
Total compensable workyears:			
1001 Full-time equivalent employment	771	727	739
1005 Full-time equivalent of overtime and holiday hours	1	2	2
Reimbursable:			
Total compensable workyears:			
2001 Full-time equivalent employment		3	3

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

LIBRARY OF CONGRESS

Books for the Blind and Physically Handicapped

Salaries and Expenses

LIBRARY OF CONGRESS BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED SALARIES AND EXPENSES

1994 Budget \$42,713,000
 1995 Estimate 50,155,000
 Net Increase + \$ 7,442,000

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

\$ ----- \$ 318,900 + \$ 318,900

Mandatory Increases

Positions:

Permanent	119	\$ 4,905,923	119	\$ 4,905,923	\$ ----
Indefinite	(18)	488,543	(18)	488,543	----
Special and Temporary	(5)	141,634	(5)	141,634	----
Other personnel compensation		41,700		41,700	----
	119	\$ 5,577,800	119	\$ 5,577,800	\$ ----
	(23)		(23)		

Non-personal services:

Price level		\$37,135,200		\$44,258,300	+ \$7,123,100
				\$44,258,300	+ \$7,123,100

Total, Books for the Blind and Physically Handicapped
 119 \$42,713,000 119 \$50,155,000 + \$7,442,000
 (23) (23)

Mandatory increases + \$ 318,900
 Price level + 7,123,100
 Total + \$7,442,000

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

General Statement

The Library of Congress, as authorized by Public Law 89-522, administers a national reading program for blind and physically handicapped residents of the United States and for all U.S. citizens living abroad. Under the management of the National Library Service for the Blind and Physically Handicapped (NLS), books and magazines in braille and recorded formats, as well as specially designed playback equipment, are produced and distributed through a network of state and locally supported libraries. Program policy is to provide handicapped readers with access to a broad collection of general interest reading material in adequate quantity and scope, in appropriate language and reading level, and with careful attention to quality control of all products. Advisory committees, which include consumer and library representatives, provide recommendations for program additions and enhancements. In addition, research and evaluation are conducted to improve the quality of books, equipment, and service.

To ensure the availability of a basic, high quality library service for eligible blind and physically handicapped individuals, the following management goals are represented in this fiscal 1995 budget request:

1. With cooperation from the network of librarians serving blind and physically handicapped individuals, the National Library Service for the Blind and Physically Handicapped will make every effort to maintain current level of service to library patrons, while simultaneously providing basic service to eligible individuals entering the program as new users;
2. More efficient, user-acceptable, cost-effective service patterns for delivery of braille and audio materials will be developed; and
3. Exploration of alternative audio technological possibilities to the point of considering adaptations of a lower cost, more efficient, internationally acceptable, user-friendly system will be expedited.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

BACKGROUND

A free national library program of braille and recorded materials for blind and physically handicapped persons is administered by the National Library Service for the Blind and Physically Handicapped. With the cooperation of authors and publishers who grant permission to use copyrighted works, NLS selects and produces full-length books and magazines in braille and on recorded disc and cassette. Reading materials are distributed to a cooperating network of regional and subregional (local) libraries where they are circulated to eligible borrowers. Reading materials and playback machines are sent to borrowers and returned to libraries by postage-free mail. Established by an act of Congress in 1931 to serve blind adults, the program was expanded in 1952 to include children, in 1962 to provide music materials, and again in 1966 to include individuals with other physical impairments that prevent the reading of standard print.

ELIGIBILITY

Anyone who is unable to read or use standard printed materials as a result of temporary or permanent visual or physical limitations may receive service. A survey sponsored by NLS found that two million persons with some type of visual impairment may be eligible and another million with physical conditions such as paralysis, missing arms or hands, lack of muscle coordination, or prolonged weakness could benefit from the use of reading materials in recorded form.

BOOK COLLECTION

Books are selected on the basis of their appeal to a wide range of interests. Bestsellers, biographies, fiction, and how-to books are in great demand. Titles expected to be extremely popular are produced on flexible disc in several thousand copies and circulated to borrowers within several months of their publication in print form. A limited number of titles are produced in Spanish and other languages for readers whose primary language is not English. Registered borrowers learn of new books added to the collection through two bi-monthly publications, Braille Book Review and Talking Book Topics. Through a union catalog available on microfiche and in computerized form, every network library has access to the entire NLS book collection and to the resources of several cooperating agencies.

Seventy-one magazines on disc and in braille are offered through the program. Readers may request free subscriptions to U.S. News and World Report, National Geographic, Consumer Reports, Good Housekeeping, Sports Illustrated, Jack and Jill, and many other popular magazines. Current issues are mailed to readers at the same time the print issues appear.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

VOLUNTEER SERVICES

Free correspondence courses leading to certification in braille transcribing (literary, music, and math braille) and braille proofreading are offered. Voice auditions and informal training are given to volunteer tape narrators affiliated with local recording groups. A directory of volunteer groups that produce books for libraries and individuals is published frequently. Volunteers may call on NLS staff for their expertise in braille transcription and recording techniques.

RESEARCH AND DEVELOPMENT

The NLS research program is directed toward improving the quality of reading materials and related equipment, controlling program costs, and reducing the time required to deliver services to users. Significant research activities include development of an alternative braille book and sound reproducer delivery system and identification of more effective ways to serve the needs of Native American users.

OBJECTIVES

In fiscal 1995, the major NLS objectives related to funding requests for providing service to a projected readership of over 750,000 blind and physically handicapped patrons and 147 network libraries are:

- (1) production and repair of playback equipment and accessories adapted to the needs of blind and physically handicapped individuals for their use in the Library of Congress talking book program;
- (2) production of recorded books, magazines, and catalogs; and
- (3) production of braille books, magazines, and catalogs.

FUNDING

The Library is requesting a total of \$50,155,000 to support this program in fiscal 1995. Additional resources required in fiscal 1995 to accomplish these objectives and maintain the program at the fiscal 1993 level total \$7,442,000. This includes \$318,900 in mandatory salary costs and \$7,123,100 in non-personal support services.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases + \$ 318,900

(1) Ingrades + \$ 63,500

Funds are requested to cover ingrades.

Salaries \$ 53,591
Personnel benefits 9,909
\$ 63,500

(2) Annualization of locality raise + \$ 56,200

This increase is necessary to provide for annualization of the 1994 locality raise, effective January 1994.

Salaries \$ 47,800
Personnel benefits 8,400
\$ 56,200

(3) Funding for January 1995 pay raise + \$ 123,200

This increase is necessary to provide for a 2.6 percent pay raise effective January 1995.

Salaries \$ 104,700
Personnel benefits 18,500
\$ 123,200

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

A. Mandatory increases (continued)

(4) Funding for January 1995 locality pay + \$ 97,600

This increase is necessary to provide for a 2.1 percent
locality pay increase effective January 1995.

Salaries	\$ 83,000
Personnel benefits	14,600
	<u>\$ 97,600</u>

(5) Less: One extra day - \$ 21,600

Fiscal 1995 has 260 days, one less than fiscal 1994.

Salaries	\$ - 18,300
Personnel benefits	- 3,300
	<u>\$ - 21,600</u>

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

8. <u>Non-personal services</u>	\$37,135,200		\$34,258,300		+ \$7,123,100
<u>Price level (Regular Appropriation)</u>	\$26,758,200		\$28,724,300		+ \$1,966,100
<u>Price level (No-Year)</u>	\$10,377,000		\$15,534,000		+ \$5,157,000

	FY 1994	FY 1995
	Base	Increase
Travel	\$166,700	\$10,000 6%
Rental of Equipment	\$26,700	\$1,300 5%
Rental of Space	\$1,623,800	\$35,700 2%
Printing	\$1,673,972	\$50,200 3%
Photoduplication	\$69,000	\$2,800 4%
Other Services, Miscellaneous	\$90,420	\$6,200 7%
Other Services, Inventory Control ..	\$153,180	\$24,000 16%
Tuition and Training	\$17,600	\$1,200 7%
Professional & Consultant Services ..	\$123,000	\$5,200 4%
Maintenance & Repair to Equipment ..	\$302,197	\$12,700 4%
Data Base Services	\$146,700	\$9,000 6%
Office Supplies	\$49,900	\$2,000 4%
Computer Software	\$12,000	\$700 6%
Automation Supplies	\$10,000	\$100 1%
Spare Parts, etc.	\$1,942,505	\$395,300 20%
Books in Raised Characters	\$4,292,522	\$453,900 11%
Sound Reproductions	\$13,087,444	\$915,800 7%
Equipment	\$50,300	\$40,000 80%

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

B. Non-personal services - Price level (continued)

Rental of Space + \$ 35,700

The General Services Administration has increased the rent at 1291 Taylor Street by \$35,700.

Other Services - Inventory Control + \$ 24,000

The union catalog was produced in a CD-ROM format for the first time in fiscal 1993. The increase is needed to cover the ongoing cost of producing a quarterly CD-ROM version. The cost is for quarterly production of 200 copies at the current GPO price of \$3,000 per quarter for mastering, plus \$3,000 per quarter for copies, software royalties, packaging, mailing, etc.

Spare Parts, etc. + \$ 395,300

Several factors have caused an increase in the cost of batteries and spare parts required to stay even with the new production and repair of old machines: (1) The inflationary factor applied to spare parts from domestic sources has resulted in an additional cost of \$276,000. In addition, the change in the dollar/yen ratio has created a loss in the dollar value during this fiscal year, affecting the cost of parts from Japanese sources. (2) Although the combination machine (CT-1) is produced and will be issued without batteries, there are circumstances when a battery will be required. To meet this requirement, 4,000 additional nickel-cadmium batteries must be produced at a cost of approximately \$96,000. (3) To meet the requirements of environmentally safe disposal of the nickel-cadmium batteries, a new disposal program has been contracted at a cost of approximately \$12,000. (4) The schedule calling for repaired machines to be placed back in the program requires new machine packaging. This need is over and above the machine packaging requirement for newly produced machines and has created an increase in costs of \$11,300.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

8. Non-personal services - Price level (continued)

Books In Raised Characters + \$453,900

An increase of \$453,900 will permit the production of 308 titles in braille. Although the cost of a standard title increased over 6.5 percent per year on average from fiscal 1988 through fiscal 1992, we hope to hold prices through a new pricing structure and increased competition. (The 308 titles to be produced in fiscal 1995 total 38 less than the 346 produced in fiscal 1993.)

Sound Reproductions + \$ 915,800

An increase of \$915,800 will permit production of 1,590 titles. Although narration prices increased at an average annual rate of over 6.7 percent from fiscal 1988 through fiscal 1992, we hope to maintain duplication prices flat. (The 1,590 titles to be produced in fiscal 1995 total 70 less than the 1,660 produced in fiscal 1993.)

Equipment + \$ 40,000

Recording equipment currently utilized in NLS recording studios has exceeded life expectancies and requires replacement. A one-time request of \$40,000 will permit the upgrade and retrofit of all appropriate apparatus.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

B. Non-personal services - Price level (continued)

Procurement of Machines..... + \$5,157,000 (No-Year)

The proposed increase in the machine budget for fiscal 1995 is needed to purchase 83,000 sound reproduction units, up from the estimate of 56,000 in fiscal 1994. The 56,000 units for 1994 will be substantially less than the 71,000 units produced in fiscal 1993. The Library has not procured replacement machines in either fiscal 1993 or fiscal 1994.

BACKGROUND

I. Program Maintenance: 48,000 CBM; 24,000 TBM (+ \$3,159,629)

Inflation and currency exchange variations effect a requirement for \$3,159,629 in additional funds to procure 48,000 cassette book machines (CBM) and 24,000 talking-book machines (TBM), and to provide related accessories and support. This is the quantity of the two machines required to maintain uninterrupted basic service to eligible patrons.

II. Replacements: 6,000 CBM; 5,000 TBM (+ \$1,997,371)

NLS has identified 30,000 cassette book machines that exceed their 10-year design life and are clearly worn beyond repair. These machines require replacement at an annual rate of 6,000 units per year over a 5-year period. NLS has also identified 25,000 talking-book machines of a similar age and condition requiring replacement at an annual rate of 5,000 per year over a 5-year period. This replacement strategy includes only a small percentage of the total number of machines that are over ten years old and is designed to conserve scarce resources. The \$1,997,371 will be used to fund this strategy while the regular production of machines continues apace.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

B. Non-personal services - Price level (continued)

SUMMARY

In summary, the strategy identifies cassette book machines exceeding their 10-year lifetime as requiring replacement at an annual rate of 6,000 units per year over a 5-year period. It further identifies 25,000 talking-book machines of a similar age requiring replacement at an annual rate of 5,000 per year over a 5-year period.

Any machine procurement level below the recommended level of 83,000 units will not allow for even a modest replacement program for aging equipment and may cause difficulties in future years.

Timing for the future is not fully predictable. For example, it should be understood that replacement projections are minimal and based upon an understanding that a technology change is imminent.

	Fiscal 1994 Base	Fiscal 1995 Requirement
CBMs: Fiscal 1995 - 48,000 + 6,000 older equipment	\$ 5,929,714	\$ 9,594,887
TBMs: Fiscal 1995 - 24,000 + 5,000 older equipment	3,749,929	5,401,231
Accessories and Support	697,357	537,882
TOTAL	\$10,377,000	\$15,534,000

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

B. Non-personal services - Price level (continued)

VARIABLES CONSIDERED:

INFLATION

Cassette book and talking-book machine unit prices are based on actual prices paid in fiscal 1993. A 4 percent increase is compounded for fiscal 1994 and fiscal 1995 to account for a projected increase in the consumer price index (CPI) and an increase in the value of the yen relative to the dollar.

ATTRITION

The attrition rate (lost, stolen, worn-out, damaged beyond repair) being experienced for CBM and TBM machines (relative to the number of readers) is approximately 8 to 12 percent per year. Attrition also includes phased replacement of equipment 10 or more years old (6,000 CBMs and 5,000 TBMs).

GROWTH

The growth rate for cassette book readers is projected to be 3 percent, compounded in fiscal 1994 and fiscal 1995. For TBMs, the growth rate of recorded disc book readers is projected to be a negative 10 percent per year, compounded in fiscal 1994 and fiscal 1995; however, the constant demand for recorded disc magazines keeps the demand for TBMs at approximately 0 percent growth.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	Amount

8. Non-personal services - Price level (continued)

VARIABLES CONSIDERED: (continued)

CBM SUMMARY

- A. A compounded 4 percent unit price increase reflects CPI inflation and currency exchange variation.
- B. 8 percent attrition and 3 percent growth rates result in a conservative increase from 45,000 units in fiscal 1993 to 48,000 units in fiscal 1995.
- C. Phased replacement of CBMs 10 or more years old is 6,000 units.

TBM SUMMARY

- A. A compounded 4 percent unit price increase reflects CPI inflation and currency exchange variation.
- B. 8 percent attrition and 0 percent growth result in a quantity estimate of 24,000 units.
- C. Phased replacement of TBMs 10 or more years old is 5,000 units.

ACCESSORIES AND SUPPORT

Consists of ancillary equipment such as headphones and service such as the maintenance of technical drawings. It also includes hardware, software, and services to support the exploration of alternative technology. This investigative activity requires the acquisition of digital hardware/software ensembles such as a digital recording system and advanced audio signal processing instrumentation. It also involves services such as digital talking book production and system model development.

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2101 Regular Travel	\$ 160,900	\$ 170,600	\$ 9,700	\$	\$ 9,700
2102 Attendance at Meetings	5,800	6,100	300		300
2103 Local Travel	500	500			
2201 Transportation of Things	35,000	35,000			
2301 Postage	85,000	85,000			
2310 Local Telephone	59,000	59,000			
2320 Long Distance Telephone	61,000	61,000			
2321 Long Distance Telephone - Data Comm.	9,542	9,542			
2327 Teletype, etc.	6,000	6,000			
2330 Rental of Equipment	26,700	28,000	1,300		1,300
2350 Rental of Space	1,623,800	1,659,500	35,700		35,700
2355 Utilities	12,000	12,000			
2410 Printing, General	21,200	21,800	600		600
2420 Printing, Publications	1,652,772	1,702,372	49,600		49,600
2430 Photoduplication	69,000	71,800	2,800		2,800
2440 Offset Reproduction	25,000	25,000			
2501 Other Services, Miscellaneous	90,420	96,620	6,200		6,200
2502 Other Services, Public Education ..	124,200	124,200			
2503 Other Services, Natl Bib Service ..	35,310	35,310			
2504 Other Services, Inventory Control ..	153,180	177,180			
2505 Other Services, Multistate Center ..	790,808	790,808			
2506 Other Services, Mail List Maint. ...	590,000	590,000			
2512 Other Services, System Maintenance .	146,750	146,750			
2515 Services of Other Agencies	5,000	5,000			
			24,000		24,000
			6,200		6,200
			2,800		2,800
			49,600		49,600
			35,700		35,700
			1,300		1,300
			600		600
			2,800		2,800
			6,200		6,200
			24,000		24,000
			146,750		146,750
			5,000		5,000
			590,000		590,000
			790,808		790,808
			177,180		177,180
			35,310		35,310
			124,200		124,200
			96,620		96,620

LIBRARY OF CONGRESS
BOOKS FOR THE BLIND AND PHYSICALLY HANDICAPPED
SALARIES AND EXPENSES

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	Price Level	1995 Increase	
				Growing Workload	Total
2520 Tuition and Training	\$ 17,600	\$ 18,800	\$ 1,200	\$	\$ 1,200
2550 Professional & Consultant Services ..	123,000	128,200	5,200		5,200
2555 Research and Development	362,500	362,500			
2556 Publication Contracts	118,800	118,800			
2560 Maintenance & Repair to Equipment ..	302,197	314,897	12,700		12,700
2580 Data Base Services	146,700	155,700	9,000		9,000
2601 Office Supplies	49,900	51,900	2,000		2,000
2603 Automotive Supplies	2,000	2,000			
2610 Computer Software	12,000	12,700	700		700
2611 Automation Supplies	10,000	10,100	100		100
2621 Spare Parts, etc.	1,942,505	2,337,805	395,300		395,300
2650 Pamphlets and Documents	60,000	60,000			
3100 Books and Library Materials	14,600	14,600			
3102 Subscriptions	35,250	35,250			
3104 Books - Music	267,000	267,000			
3110 Books in Raised Characters	4,292,522	4,746,422	453,900		453,900
3111 Sound Reproductions	13,087,444	14,003,244	915,800		915,800
3113 Testing Equipment	70,000	70,000			
3140 Equipment	50,300	90,300	40,000		40,000
3150 Furniture and Furnishings	5,000	5,000			
	<u>\$26,758,200</u>	<u>\$28,724,300</u>	<u>\$1,966,100</u>	<u>\$</u>	<u>\$1,966,100</u>
3112 Procurement of Machines (No-Year) ..	10,377,000	15,534,000	5,157,000		5,157,000
Total, Non-personal Services	<u>\$37,135,200</u>	<u>\$44,258,300</u>	<u>\$7,123,100</u>	<u>\$</u>	<u>\$7,123,100</u>

Schedule A

Library of Congress
Books for the Blind and Physically Handicapped
By Organization and By Object Class
FY 1995
(\$000)

Categories	FY93 Actual		FY94 Estimate		FY95 Estimate		Net Change 94/95	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Constituent Services								
National Library Service for the Blind & Physically Handicapped	119	\$40,184	119	\$42,713	119	\$50,155	---	\$ + 7,442
Total	119	\$40,184	119	\$42,713	119	\$50,155	---	\$ + 7,442
2. Breakdown by Object Class:								
11 Personnel Compensation		\$4,821		\$4,662		\$4,933		\$ + 271
12 Personnel Benefits		871		906		954		+ 48
13 Benefits for Former Personnel		2		10		10		---
21 Travel		181		167		177		+ 10
22 Transportation of Things		31		35		35		---
23 Rent, Communications & Utilities		1,744		1,883		1,920		+ 37
24 Printing and Reproduction		1,502		1,768		1,821		+ 53
25 Other Services		3,333		3,007		3,065		+ 58
26 Supplies and Materials		2,128		2,076		2,474		+ 398
31 Equipment		25,571		28,199		34,766		+ 6,567
Total		\$40,184		\$42,713		\$50,155		\$ + 7,442

Schedule B

Library of Congress
Books for the Blind and Physically Handicapped
Analysis of Change
By Organization and By Object Class
FY 1995
(\$000)

Categories	PROGRAM CHANGES											
	Mandatory Changes		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases		Net Change	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:												
Constituent Services												
Books for the Blind & Physically Handicapped												
Total												
2. Breakdown by Object Class:												
11 Personnel Compensation		\$271										\$ + 271
12 Personnel Benefits		48										+ 48
13 Benefits for Former Personnel												
21 Travel				10								+ 10
22 Transportation of Things												
23 Rent, Communications & Utilities				37								+ 37
24 Printing and Reproduction				53								+ 53
25 Other Services				58								+ 58
26 Supplies and Materials				398								+ 398
31 Equipment				6,567								+ 6,567
42 Insurance Claims and Indemnities												
Total		\$319		\$7,123		\$ ---		\$ ---		\$ ---		\$ + 7,442

Schedule C

Library of Congress
Books for the Blind and Physically Handicapped
Summary
Detailed Analysis of Changes
FY 1995
(\$000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	119	\$42,713
Budget Base, 1994	119	42,713
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		\$64
2. Annualization of locality raise		56
3. Annualization of pay raise (foreign)		---
4. Accident compensation		---
5. Funding of 1/95 pay raise		123
6. Funding of 1/95 locality pay raise		98
7. Less: One extra day		-22
B. Price Level Changes		
1. Travel cost increases		10
2. Transportation of things increases		---
3. Rent and postage increases		37
4. Printing cost increases		53
5. ADP timesharing price increases		---
6. Miscellaneous services increases		57
7. Tuition and training increases		1
8. Supplies cost increases		398
9. Equipment cost increases		6,567
C. Program Increases		
1. Staff level increases	---	---
Unfinanced positions		---
2. Other Program increases		
a. Travel		---
b. Transportation of things		---
c. Rent, communications & utilities		---
d. Printing and reproduction		---
e. Other services		---
f. Supplies and materials		---
g. Equipment		---
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Rent, communications and utilities		---
3. Printing and reproduction		---
4. Other services		---
5. Equipment (Non-recurring)		---
II. Net Increase/Decrease Requested	---	7,442
III. Total Appropriation Request, 1995	119	\$50,155

LIBRARY OF CONGRESS

Books for the Blind and Physically Handicapped

Program and Financing (in thousands of dollars)

Identification code 03-0141-0-1-503		1993 actual	1994 est.	1995 est.
Program by activities:				
00.01	Direct service to users	32,549	34,598	40,626
00.02	Support services	7,666	8,115	9,529
10.00	Total obligations	40,215	42,713	50,155
Financing:				
21.40	Unobligated balance available, start of year	-2,173	-4,740	-4,740
24.40	Unobligated balance available, end of year	4,740	4,740	4,740
25.00	Unobligated balance expiring	362		
40.00	Budget authority (appropriation)	43,144	42,713	50,155
Relation of obligations to outlays:				
71.00	Total obligations	40,215	42,713	50,155
72.40	Obligated balance, start of year	34,184	29,893	23,593
74.40	Obligated balance, end of year	-29,893	-23,593	-22,463
77.00	Adjustments in expired accounts	755		
90.00	Outlays	45,261	49,013	51,285

Object Classification (in thousands of dollars)

Identification code 03-0141-0-1-503		1993 actual	1994 est.	1995 est.
Personnel compensation:				
11.1	Full-time permanent	4,664	4,479	4,741
11.3	Other than full-time permanent	91	142	148
11.5	Other personnel compensation	66	42	44
11.9	Total personnel compensation	4,821	4,663	4,933
12.1	Civilian personnel benefits	871	906	954
13.0	Benefits for former personnel	2	10	10
21.0	Travel and transportation of persons	181	167	177
22.0	Transportation of things	31	35	35
23.1	Rental payments to GSA	1,570	1,624	1,660
23.3	Communications, utilities, and miscellaneous charges	173	247	260
24.0	Printing and reproduction	1,501	1,768	1,820
25.1	Consulting services	252	123	128
25.2	Other services	3,082	2,883	2,937
26.0	Supplies and materials	2,128	2,076	2,475
31.0	Equipment	25,603	28,211	34,766
99.9	Total obligations	40,215	42,713	50,155

Personnel Summary

Total compensable workyears:				
1001	Full-time equivalent employment	123	114	114
1005	Full-time equivalent of overtime and holiday hours	1	1	1

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

LIBRARY OF CONGRESS

Furniture and Furnishings

LIBRARY OF CONGRESS FURNITURE AND FURNISHINGS

1994 Budget \$ 3,939,000
 1995 Estimate 6,239,000
 Net Increase + \$ 2,300,000

Summary

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

1. Decreases

a. Annual furniture and equipment - \$ 470,700
 b. Non-recurring furniture and equipment - 22,300

Total decreases - \$ 493,000

2. Increases

a. Price level + \$2,450,000
 b. Growing workload + 343,000

Total increases + \$2,793,000

Total, Furniture and Furnishings \$3,939,000 \$6,239,000 + \$2,300,000

**LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS**

General Statement

Major Operating Areas:

This appropriation provides funding for the purchase of furniture, furnishings and equipment for most Library programs. It supports the general Library, the Copyright Office, the National Library Service for the Blind and Physically Handicapped, and the Congressional Research Service.

Fiscal 1995 Request:

These capital expenditures represent 1.7% of total budget requests. The Library has identified an assortment of equipment and furnishings needed to maintain service and enhance security of the collections. The Library must obtain equipment to provide for collections security in concert with the renovation project (\$315,000); implement a replacement program for Motion Picture, Broadcasting and Recorded Sound Division equipment (\$150,000); and provide for collections security of Senate and House Bills (\$28,000).

Major Objectives of Submission:

The items requested in this submission will improve the Library's ability to protect its vast collection, while still allowing researchers and the general public access to these great works. This request will also allow us to continue to improve the working conditions of the staff and provide for other service requirements.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment

Price Level

a. M/B/RS Equipment + \$ 150,000

+ \$ 150,000

The Library of Congress requests a base of funds for the replacement of specialized equipment utilized by the Motion Picture, Broadcasting, and Recorded Sound Division (M/B/RS) for the preservation of film, television and radio programs, and sound recordings, and for processing and making these collections available to the public. While current GSA depreciation schedules list the life cycle of video equipment to be approximately 5 years and film equipment 10 years, M/B/RS presently has a significant inventory which has been in service for more than 18 years. Also, the GSA depreciation schedule does not take into account the major technological advances like digitization which require total re-equipment. In addition, many of the division's arrearsages are on obsolete formats and cannot be processed until they are preserved and transferred to a modern and accessible format. The division's arrearsage reduction goals have resulted in an increased demand for preservation and duplication in the division's two laboratories. The depreciation schedule indicates that over a ten-year period, a higher annual base figure is required, but we are only requesting a minimum requirement for fiscal 1995.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

1. Annual Furniture and Equipment (continued)

Growing Workload + \$ 343,000

a. Security Equipment + \$ 315,000

A total of \$630,000 will be needed to support the Library's collections security initiative when renovation is completed. The requested amount (1/2 of the total requirement) will provide for electronic security of the Library Jefferson and Library Adams bookstack areas with the installation of motion detectors, cameras, etc. Also, included is security of the Asian, American Folklife, European, Hispanic, Main, Science, and Local History and Genealogy reading rooms, as well as exhibit and other areas where valuable collections are housed; and for the Adams Building garage which remains unsecured throughout the day posing a serious security risk to staff who park their vehicles in that location.

b. CRS Collections Security Equipment + \$ 28,000

To facilitate access to and maintenance of the Library Services Division Congressional Document Unit's collection of Senate and House Bills, CRS is requesting a specialized and secure Library filing system to provide better collection security and more efficient use of space.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

2. Renovation and Restoration

Price Level

+ \$2,300,000

A total of \$4,525,000 is needed for furniture and equipment to complete outfitting of renovated areas. The Library is requesting approval of \$2.3 million each for fiscal 1995 and fiscal 1996. Of the \$15,153,000 required to outfit the Jefferson and Adams buildings, \$10,628,000 has been appropriated. The funds are being used to purchase compatible furniture and equipment which will bring the buildings into compliance with present day life safety codes and to refit them as efficient, safe, and ergonomically correct reader and staff spaces, as well as efficient storage spaces for our collections. Approximately 70 percent of the appropriated monies has been obligated to date. Most of the funds will be obligated after the AOC has completed renovation which is expected in May 1994. Thus the Library will be able to order the furniture and equipment and have it immediately installed since storage space is at capacity. We estimate to complete outfitting of the Jefferson and Adams buildings by the end of fiscal 1996.

LIBRARY OF CONGRESS
FURNITURE AND FURNISHINGS

Additional Information

	FY 1994 Budget	FY 1994 Base Budget	FY 1995 Estimate	'1995 Change		
				Adjustments	Price Level	Growing Workload Total
3145 Typewriters	\$ 60,000	\$ 60,000	\$ 36,600	\$ -23,400	\$	\$ -23,400
3150 Annual Furniture	801,900	801,900	801,900			-66,900
3151 Workstations	412,200	412,200	345,300	-66,900		-250,400
3152 Telephone Equipment	350,400	350,400	100,000	-250,400		-30,000
3159 Book, Basket and Map Trucks	51,700	51,700	51,700			315,000
3160 Information Retrieval Equipment	291,300	291,300	261,300	-30,000		315,000
3163 Security Equipment	0	0	315,000		150,000	
3170 M/BS Equipment	0	0	150,000			
3171 Annual Partitions	75,000	75,000	50,000	-25,000		
3179 Equipment and Office Machines	282,600	282,600	282,600			-75,000
3180 Public Space Furniture	350,000	350,000	350,000			
3183 Carpeting	150,000	150,000	75,000			
3188 Telecommunications Cabling	1,000,000	1,000,000	1,000,000			
3190 F&F - Overseas Offices	91,600	91,600	91,600			
Subtotal, Annual Items	\$3,916,700	\$3,916,700	\$3,911,000	\$ -470,700	\$ 150,000	\$ 315,000
Collections Security Equipment ..	\$ 22,300	\$ 0	\$ 28,000	\$ -22,300	\$	\$ -5,700
Subtotal, Non-Recurring Equipment	\$ 22,300	\$ 0	\$ 28,000	\$ -22,300	\$ 0	\$ 5,700
Total, F & F (one year)	\$3,939,000	\$3,916,700	\$3,939,000	\$ -493,000	\$ 150,000	\$ 343,000
F&F, Renovation & Restoration (no year)	0	0	2,300,000	0	2,300,000	2,300,000
TOTAL, Furniture and Furnishings	\$3,939,000	\$3,916,700	\$6,239,000	\$ -493,000	\$2,450,000	\$ 343,000

Schedule A

Library of Congress
Furniture and Furnishings
By Organization and By Object Class
FY 1995
(\$000)

Categories	FY93 Actual		FY94 Estimate		FY95 Estimate		Net Change 94/95	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization:								
Constituent Services	---	\$4,838	---	\$3,939	---	\$6,239	---	\$ + 2,300
Total	---	\$4,838	---	\$3,939	---	\$6,239	---	\$ + 2,300
2. Breakdown by Object Class:								
11 Personnel Compensation		---		---		---		\$
12 Personnel Benefits		---		---		---		---
13 Benefits for Former Personnel		---		---		---		---
21 Travel		---		---		---		---
22 Transportation of Things		---		---		---		---
23 Rent, Communications & Utilities		---		---		---		---
24 Printing and Reproduction		---		---		---		---
25 Other Services		175		---		---		---
26 Supplies and Materials		4		---		---		---
31 Equipment		4,659		3,939		6,239		+ 2,300
42 Insurance Claims and Indemnities		---		---		---		---
Total		\$4,838		\$3,939		\$6,239		\$ + 2,300

Schedule B

Library of Congress
Furniture and Furnishings
Analysis of Change
By Organization and By Object Class
FY 1995
(\$000)

Categories	PROGRAM CHANGES												Net Change	
	Mandatory Changes		Price Level Changes		Staff Level Increases		Other Increases		Program Decreases					
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
1. Breakdown by Organization: Constituent Services														
Total	---	---	---	\$ 2,450	---	---	---	---	\$343	---	---	---	\$ -	2,300
2. Breakdown by Object Class:														
11 Personnel Compensation	---	---	---	\$ 2,450	---	---	---	---	\$343	---	---	---	\$ -	2,300
12 Personnel Benefits	---	---	---		---	---	---	---		---	---	---		
13 Benefits for Former Personnel	---	---	---		---	---	---	---		---	---	---		
21 Travel	---	---	---		---	---	---	---		---	---	---		
22 Transportation of Things	---	---	---		---	---	---	---		---	---	---		
23 Rent, Communications & Utilities	---	---	---		---	---	---	---		---	---	---		
24 Printing and Reproduction	---	---	---		---	---	---	---		---	---	---		
25 Other Services	---	---	---		---	---	---	---		---	---	---		
26 Supplies and Materials	---	---	---		---	---	---	---		---	---	---		
31 Equipment	---	---	---	2,450	---	---	---	---	343	---	---	---	+	2,300
42 Insurance Claims and Indemnities	---	---	---		---	---	---	---		---	---	---		
Total	\$0	---	---	\$ 2,450	---	---	---	---	\$343	---	---	---	\$ -	2,300

Schedule C

Library of Congress
Furniture and Furnishings
Summary
Detailed Analysis of Changes
FY 1995
(\$000)

	Calculation of Base	
	Staff	Amount
Appropriation, 1994	---	\$3,939
Budget Base, 1994	---	3,939
1995 Request		
	Staff	Amount
I. Adjustments to Base		
A. Mandatory Changes		
1. Merit increase and related benefits		---
2. Annualization of locality raise		---
3. Annualization of pay raise (foreign)		---
4. Accident compensation		---
5. Funding of 1/95 pay raise		---
6. Funding of 1/95 locality pay raise		---
7. Annualization of position		---
B. Price Level Changes		
1. Travel cost increases		---
2. Transportation of things increases		---
3. Rent and postage increases		---
4. Printing cost increases		---
5. ADP timesharing price increases		---
6. Miscellaneous services increases		---
7. Tuition and training increases		---
8. Supplies cost increases		---
9. Equipment cost increases		2,450
C. Program Increases		
1. Staff level increases	---	---
Unfinanced positions		---
2. Other Program increases		
a. Travel		---
b. Transportation of things		---
c. Rent, communications & utilities		---
d. Printing and reproduction		---
e. Other services		---
f. Supplies and materials		---
g. Equipment		343
D. Program Decreases		
1. Salaries and benefits		---
Indefinite positions		---
2. Rent, communications and utilities		---
3. Printing and reproduction		---
4. Other services		---
5. Equipment (Non-recurring)		-493
II. Net Increase/Decrease Requested	---	2,300
III. Total Appropriation Request, 1995	0	\$6,239

LIBRARY OF CONGRESS

Furniture and Furnishings

Program and Financing (in thousands of dollars)

Identification code 03-0146-0-1-503		1993 actual	1994 est.	1995 est.
Program by activities:				
00.01	Repair and replacement furniture and furnishings	3,841	3,917	3,911
00.02	New furniture and furnishings	622	22	28
00.03	Jefferson and Adams Buildings, furniture and furnishings	389	2,348	3,498
10.00	Total obligations	4,852	6,287	7,437
Financing:				
21.40	Unobligated balance available, start of year	- 5,930	- 5,542	- 2,601
22.00	Unobligated balance transferred, net		593	
24.40	Unobligated balance available, end of year	5,542	2,601	1,403
25.00	Unobligated balance expiring	26		
40.00	Budget authority (appropriation)	4,490	3,939	6,239
Relation of obligations to outlays:				
71.00	Total obligations	4,852	6,287	7,437
72.40	Obligated balance, start of year	2,963	2,571	2,428
74.40	Obligated balance, end of year	- 2,571	- 2,428	- 2,568
90.00	Outlays	5,244	6,430	7,297

This activity provides for the purchase and repair of furniture, furnishings, and equipment to support Library operations.

Object Classification (in thousands of dollars)

Identification code 03-0146-0-1-503		1993 actual	1994 est.	1995 est.
25.2	Other services	175		
26.0	Supplies and materials	4		
Equipment:				
31.0	Annual furniture and equipment	3,704	3,825	3,819
31.0	Nonrecurring equipment	622	22	28
31.0	Furniture and equipment for overseas offices	137	92	92
31.0	Furnishings in Jefferson and Adams Buildings	210	2,348	3,498
99.9	Total obligations	4,852	6,287	7,437

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

LIBRARY OF CONGRESS

Administrative Provisions

LIBRARY OF CONGRESS ADMINISTRATIVE PROVISIONS

Section 201. Request to increase the authorization for expenses of attendance at meetings from \$175,690 to \$194,290, of which \$58,100 is for the Congressional Research Service.

FY 1994 Budget	FY 1995 Estimate	1995 Increase		
		Price Level	Growing Workload	Total

Increase by appropriation as follows:

Salaries and Expenses, Library of Congress ..	\$103,110	\$108,510	\$ 5,400	\$ ----	\$ 5,400
Copyright Office	11,980	21,580	3,600	6,000	9,600
Books for the Blind & Physically Handicapped ..	5,800	6,100	300	----	300
Total, Title II	\$120,890	\$136,190	\$ 9,300	\$ 6,000	\$15,300
Congressional Research Service (Title I)	54,800	58,100	3,300	----	3,300
Total, Attendance at Meetings	\$175,690	\$194,290	\$12,600	\$ 6,000	\$18,600

The Library is requesting a price level increase of \$12,600 for travel in fiscal 1995 to accommodate a 7 percent increase in costs over 1994. This is a result of a combination of increases in air travel and per diem costs.

In addition, the Library is requesting a growing workload increase of \$6,000 for attendance at meetings travel in fiscal 1995 in connection with the Copyright Office. The compulsory license provisions under the Copyright Act administered by the Licensing Division are complex and economically important which makes it necessary for the Division staff to attend training conducted by various professional and trade associations--the National Cable Television Association, Wireless Cable Association, Electronics Industry of America, and other such trade organizations.

LIBRARY OF CONGRESS
ADMINISTRATIVE PROVISIONS

Section 206. The Legislative Branch Appropriations Act of 1994, P.L. 103-69, requires that obligations for any reimbursable and revolving fund activities performed by the Library of Congress are limited to the total amounts provided in appropriation acts. The Library requests the obligational authority consistent with this provision:

▶ Reimbursable Funds	\$68,236,000
▶ Revolving Funds	\$ 8,706,000
▶ Non-Expenditure Transfer	\$ 6,150,000

Further justification for these amounts is provided in the Reimbursable and Revolving Fund sections of this document. The following is the proposed administrative provision:

Sec. 206. Under the heading "Library of Congress" obligational authority shall be available, in an amount not to exceed \$68,236,000 for reimbursable activities, \$8,706,000 for revolving fund activities, and \$6,150,000 for non-expenditure transfer activities in support of parliamentary development during the current fiscal year.

LIBRARY OF CONGRESS

Reimbursable Programs

Salaries and Expenses

LIBRARY OF CONGRESS REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS SALARIES AND EXPENSES

	Total	Reimbursable Collections	Regular Bill
1994 Budget	\$68,106,000	- \$68,106,000	\$ ----
1995 Estimate	74,386,000	- 74,386,000	-----
Net Increase	+ \$ 6,280,000	- \$ 6,280,000	\$ ----

SUMMARY

	FY 1994 Budget		FY 1995 Increase		Increase	
	No.	Amount	No.	Amount	No.	Amount
Mandatory Increases		\$ ----		\$ 271,000		+ \$ 271,000
Positions	(190)	8,580,000	(186)	8,580,000	(-4)	-----
Non-personal services:						
Price level		\$59,526,000		\$62,132,200		+ \$ 2,606,200
Growing workload		----		3,402,800		3,402,800
		\$59,526,000		\$65,535,000		+ \$ 6,009,000
Total, Reimbursable Programs	(190)	\$68,106,000	(186)	\$74,386,000	(-4)	+ \$ 6,280,000
Less: Reimbursable Collections		- 68,106,000		- 74,386,000		- 6,280,000
Total Appropriation	(190)	\$ ----	(186)	\$ ----		\$ ----
					(-4)	-----
Mandatory increases		+ \$ 271,000				
Price level		+ 2,606,200				
Growing workload		+ 3,402,800				
Total		+ \$6,280,000				

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

General Statement

Under authority of the Economy Act (31 U.S.C. 1535-1536) and Section 632(a) of the Foreign Assistance Act of 1961, the Library provides reimbursable services to other Federal government agencies. In each instance, the Library and the applicable agency enter into an Interagency Agreement (IAG) which sets forth the services to be provided. The IAG is completed where it is determined by both parties that the Library can provide the applicable service in a more economical and cost effective manner. Funds transferred from the sponsoring agency are credited to the Library's accounts and used to pay for the direct and indirect costs of providing the reimbursable services. Funds for non-expenditure programs are not transferred to the Library. Funding for these programs are available to the Library authorizing direct charging to the sponsoring agencies appropriation. Funds transferred in excess of actual costs of providing the services are returned to the sponsoring agency.

Major categories of reimbursable services that the Library provides include:

- ▶ Federal Library and Information Network (FEDLINK) program - This program is designed to support the Federal Library and Information Center Community (FLICC) in the cost effective procurement of books, serials, and computer-based information retrieval services for more than 1,300 FEDLINK members. Under this program, the consolidated purchasing power of Federal libraries across the government permit the Library to negotiate economical contracts with some 80 vendors. Most of the funds transferred from agencies participating in the program are for services provided by these vendors. In fiscal 1995 FEDLINK plans to expand its services to offer additional database retrieval services, book service contracts, and training/education program for its members.
- ▶ Federal Research Division (FRD) - This program provides customized research services that the Library is uniquely able to complete as a result of its collections and subject and language expertise of its staff. For example, the Department of the Army has entered into an IAG with the Library for the Country Studies-Area Handbook Program. This program produces books that describe and analyze the political, economic, social, and national security systems of foreign countries.

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

General Statement (continued)

▲ Parliamentary Assistant Program - Since 1990, the Congress has undertaken a program of assistance to emerging democratic legislatures in Eastern Europe and the former Soviet Union. A number of congressional committees have expressed interest in extending these programs to other regions, such as Africa, Latin America, and the Middle East. This program, financed through Agency for International Development (AID) and administered by the Congressional Research Service, has enabled Congress to be a leading force in promoting democratic parliaments by serving as a catalyst for building legislative infrastructure, increasing capacity for the legislature to function more independently, and promoting regional cooperation and self-help. In fiscal 1995, the program will continue to implement programs undertaken by the House Special Task Force on the Development of Parliamentary Institutions in Eastern Europe and others approved by the Joint Committee on the Library. Most of the funds provided by AID are for the procurement of books and equipment.

The Library is requesting obligation authority of \$74,386,000 in fiscal 1995 for the Reimbursable and Non-Expenditure Transfer Programs. This includes \$58,927,000 for the FEDLINK program, \$6,492,000 for the FRD program, \$1,913,000 for indirect program support, \$6,150,000 for the Parliamentary Assistance Program, and \$904,000 for all other activities.

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

+ \$ 271,000

A. Mandatory increases

Mandatory increases are based on pay raise assumptions of 2.6 percent for the pay raise effective January 1995 and 2.1 percent for the locality pay increase effective January 1995.

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	Amount

8. Non-personal services \$59,526,000 \$65,535,000 + \$6,009,000

Price level + \$2,606,200

	FY 1994	FY 1995
	Base	Increase
Travel	\$643,900	\$5,250 1%
Rental of Space	\$1,294,850	\$55,000 4%
Printing	\$60,700	\$1,200 2%
Photoduplication	\$123,450	\$5,050 4%
Offset Reproduction	\$69,500	\$3,000 4%
Other Services, Miscellaneous	\$995,400	\$20,400 2%
Training	\$84,750	\$4,850 6%
Professional & Consultant Services ..	\$3,035,200	\$29,000 1%
Maintenance & Repair to Equipment ..	\$88,800	\$3,700 4%
Maintenance of Software	\$16,000	\$200 1%
Data Base Services	\$24,067,000	\$1,502,000 6%
Office Supplies	\$91,050	\$2,550 3%
Computer Software	\$127,050	\$6,000 5%
Automation Supplies	\$22,500	\$300 1%
Books and Library Materials	\$865,200	\$11,000 1%
FEDLINK Books and Subscriptions	\$23,800,000	\$952,000 4%
Equipment	\$2,845,050	\$4,700 %

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

B. Non-personal services (continued)

Growing Workload + \$3,402,800

2100 Travel	- \$ 98,600				
2103 Local Travel	+ 450				
2111 Travel - FEDLINK Training	+ 5,000				
2200 Transportation of Things	+ 23,200				
2301 Postage	- 2,150				
2310 Local Telephone	+ 5,650				
2320 Long Distance Telephone	+ 800				
2330 Rental of Equipment	- 4,100				
2350 Rental of Space	+ 62,150				
2410 Printing, General	- 700				
2420 Printing, Publications	+ 7,850				
2430 Photoduplication	+ 5,000				
2440 Offset Reproduction	+ 1,300				
2501 Other Services, Miscellaneous	- 138,900				
2515 Services of Other Agencies	- 218,000				
2516 Services of LC	- 168,600				
2520 Tuition and Training	+ 450				
2535 Training Contracts	+ 1,750				
2550 Professional and Consultant Services ..	+ 1,067,850				
2560 Maintenance and Repair to Equipment ..	+ 8,600				
2563 Maintenance of Software	+ 2,200				
2572 Entertainment	- 5,250				
2580 Data Base Services	+ 2,000,000				
2601 Office Supplies	+ 5,400				
2610 Computer Software	- 39,600				
2611 Automotive Supplies	+ 700				
3100 Books and Library Materials	- 380,800				
3109 FEDLINK Books and Subscriptions	+ 2,000,000				
3140 Equipment	- 738,850				

+ \$3,402,800

195.

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

8. Non-personal services (continued)

Growing Workload (continued)

The increases in growing workload primarily reflect the Federal Research Divisions work on a multi-media and multi-lingual dictionary project, and the Federal Library and Information Center Committees increased participation by the membership for the procurement of data base services and books.

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2100 Travel	\$ 624,700	\$ 530,800	\$ 4,700	\$ - 98,600	\$ - 93,900
2103 Local Travel	5,200	5,800	150	450	600
2111 Travel - FEDLINK Training	14,000	19,400	400	5,000	5,400
2200 Transportation of Things	34,400	57,600		23,200	23,200
2301 Postage	65,000	65,250		250	250
2303 Postage - Overseas	39,200	36,800		- 2,400	- 2,400
2310 Local Telephone	60,350	66,000		5,650	5,650
2320 Long Distance Telephone	34,850	35,650		800	800
2330 Rental of Equipment	45,300	41,200		- 4,100	- 4,100
2350 Rental of Space	1,294,850	1,412,000	55,000	62,150	117,150
2410 Printing, General	9,000	8,700	400	- 700	- 300
2420 Printing, Publications	51,700	60,350	800	7,850	8,650
2430 Photoduplication	123,450	133,500	5,050	5,000	10,050
2440 Offset Reproduction	69,500	73,800	3,000	1,300	4,300
2501 Other Services, Miscellaneous	995,400	876,900	20,400	- 138,900	-118,500
2515 Services of Other Agencies	476,300	258,300		- 218,000	-218,000
2516 Services of LC	522,650	354,050		- 168,600	-168,600
2520 Tuition and Training	53,400	57,600	3,750	450	4,200
2535 Training Contracts	31,350	34,200	1,100	1,750	2,850
2550 Professional & Consultant Services ..	3,035,200	4,132,050	29,000	1,067,850	1,096,850
2560 Maintenance & Repair of Equipment ..	88,800	101,100	3,700	8,600	12,300
2563 Maintenance of Software	16,000	18,400	200	2,400	2,400
2572 Entertainment	17,550	12,300		- 5,250	- 5,250
2580 Data Base Services	24,067,000	27,569,000	1,502,000	2,000,000	3,502,000

LIBRARY OF CONGRESS
REIMBURSABLE AND NON-EXPENDITURE TRANSFER PROGRAMS
SALARIES AND EXPENSES

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2601 Office Supplies	\$ 91,050	\$ 99,000	\$ 2,550	\$ 5,400	\$ 7,950
2610 Computer Software	127,050	93,450	6,000	- 39,600	- 33,600
2611 Automation Supplies	22,500	23,500	300	700	1,000
3100 Books and Library Materials	865,200	495,400	11,000	- 380,800	-369,800
3109 FEDLINK Books and Subscriptions ...	23,800,000	26,752,000	952,000	2,000,000	2,952,000
3140 Equipment	<u>2,845,050</u>	<u>2,110,900</u>	<u>4,700</u>	<u>- 738,850</u>	<u>-734,150</u>
Total, Non-personal Services	<u>\$59,526,000</u>	<u>\$65,535,000</u>	<u>\$2,606,200</u>	<u>\$ 3,402,800</u>	<u>\$6,009,000</u>

LIBRARY OF CONGRESS

Revolving Funds

Salaries and Expenses

LIBRARY OF CONGRESS REVOLVING FUNDS SALARIES AND EXPENSES

Total	Obligational Authority	Regular Bill
-------	---------------------------	--------------

1994 Budget	\$ 8,175,000	- \$ 8,175,000	\$	---
1995 Estimate	8,706,000	-	8,706,000	---
Net Increase	+ \$ 531,000	- \$	531,000	\$

Summary

FY 1994 Budget		FY 1995 Increase		Increase	
No.	Amount	No.	Amount	No.	Amount

Mandatory Increases	\$	---	\$	321,000	+ \$	321,000
Positions	4,844,000		4,844,000			---
	(148)		(148)			
Non-personal services:						
Price level	\$ 3,331,000		\$ 3,541,000		+ \$	210,000
Growing workload	---		---			---
	\$ 3,331,000		\$ 3,541,000		+ \$	210,000
Total, Revolving Funds	(148)	\$ 8,175,000	(148)	\$ 8,706,000	+ \$	531,000
Less: Obligational Authority		- 8,175,000		- 8,706,000		531,000
Total Appropriation	(148)	\$	---	\$		---
			(148)			

Mandatory increases	+ \$	321,000
Price level	+ \$	210,000
Growing workload		---
Total	+ \$	531,000

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

General Statement

Under authority of 2 U.S.C. 160, the Library of Congress maintains 12 separate revolving fund activities to provide photostats, microfilm, and other forms of photoduplication, sound recordings of music and poetry to other Government agencies, libraries, other institutions, and the general public. Through these activities the Library is able to further its programs dealing with the acquisition of library materials, reader and reference services, and support for public programs.

Revolving fund activities:

Photoduplication Service: Provides preservation microfilming services for the Library's collections and reprographic services to other libraries, research institutions, government agencies, and individuals in the United States and abroad.

Recording Laboratory: Provides preservation services for the Library's collections and audio and video duplication services for the general public. Audio and video products are also produced for sale to the general public.

Verner Clapp Publishing Program: Sells facsimiles of historic and rare materials in the Library's collections in the form of books, pamphlets, and related items.

Motion Picture Duplication: Makes available, to the general public, copies of films, paper prints and videotapes of the Library's collections.

Traveling Exhibition: Makes available exhibitions prepared by the Library for loan and display to municipal and private institutions throughout the country.

Tony Friswell: Supports the processing and preservation of the Library's archive of the photographer Toni Frisell's work.

Cafritz Foundation Scholarly Activities: Supports the publication of Library of Congress exhibit catalogs, posters, and related exhibition expenses.

Green Fund: Supports the Library's retail marketing sale shop activities.

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

General Statement (continued)

Elizabeth Hamer Kegan: Promotes the activities of the American Folklife Center through publication and distribution of folklife related publications, recordings, and crafts.

DeCapo: Supports publications, concerts, lectures, and other special projects based on the Music Division collections.

Pickford: Provides for the preservation of motion pictures and television programs from the collections of non-profit archival institutions.

Daniel and Ruth Boorstin Publication Fund: Supports the publishing activities and publications of the Center for the Book.

The Library is requesting obligational authority of \$8,706,000 for these programs in fiscal 1995. This includes \$5,165,000 in mandatory salary costs and \$3,541,000 in non-personal support services.

LITERARY OF CONGRESS
 REVOLVING FUNDS
 SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase
No.	Amount	No.	Amount	Amount

A. Mandatory increases + \$ 321,000

Mandatory increases are based on pay raise assumptions of 2.6 percent for the pay raise effective January 1995 and 2.1 percent for the locality pay increase effective January 1995.

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

Justification of Increases and Decreases

FY 1994 Budget		FY 1995 Estimate		Increase	
No.	Amount	No.	Amount	No.	Amount

5. Non-personal services \$ 3,331,000 \$ 3,541,500 + \$ 210,000

Price level + \$ 210,000

	FY 1994		FY 1995	
	Base		Increase	
Travel	\$32,400	\$5,500	17%	
Transportation of Things	\$44,550	\$700	2%	
Postage	\$61,600	\$4,700	8%	
Telephone	\$6,825	\$250	4%	
Rental of Equipment	\$652,100	\$26,000	4%	
Printing	\$17,950	\$600	3%	
Photoduplication	\$22,600	\$1,900	8%	
Other Services, Miscellaneous	\$85,000	\$5,400	6%	
Tuition and Training	\$10,350	\$250	2%	
Maintenance & Repair to Equipment ..	\$418,700	\$18,600	4%	
Data Base Services	\$4,000	\$500	13%	
Office Supplies	\$33,000	\$3,200	10%	
Computer Software	\$10,000	\$400	4%	
Laboratory Supplies	\$684,050	\$27,050	4%	
Sales Shop Merchandise	\$423,675	\$110,050	26%	
Miscellaneous Supplies & Materials ..	\$28,800	\$900	3%	
Books and Library Materials	\$1,500	\$100	7%	
Equipment	\$252,100	\$1,500	1%	
Refunds	\$37,200	\$2,400	6%	

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

Additional Information

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
2100 Travel	\$ 31,700	\$ 36,700	\$ 5,000	\$	\$ 5,000
2103 Local Travel	700	1,200	500		500
2200 Transportation of Things	44,550	45,250	700		700
2301 Postage	61,600	66,300	4,700		4,700
2310 Local Telephone	4,250	4,400	150		150
2320 Long Distance Telephone	2,575	2,675	100		100
2330 Rental of Equipment	652,100	678,100	26,000		26,000
2410 Printing, General	14,850	15,350	500		500
2411 Printing, GPO	3,100	3,200	100		100
2420 Printing, Publications	232,200	232,200			
2430 Photoduplication	22,600	24,500	1,900		1,900
2440 Offset Reproduction	14,200	14,200			
2501 Other Services, Miscellaneous	85,000	90,400	5,400		5,400
2520 Tuition and Training	10,350	10,600	250		250
2550 Professional & Consultant Services ..	229,200	229,200			
2560 Maintenance & Repair of Equipment ..	418,700	437,300	18,600		18,600
2570 Performance Fees	20,000	20,000			
2571 Expenses of Performances	5,000	5,000			
2572 Entertainment	4,000	4,000			
2580 Data Base Services	4,000	4,500	500		500
2601 Office Supplies	33,000	36,200	3,200		3,200
2610 Computer Software	10,000	10,400	400		400
2620 Laboratory Supplies	684,050	711,100	27,050		27,050
2625 Sales Shop Merchandise	423,675	533,725	110,050		110,050
2680 Miscellaneous Supplies & Materials ..	28,800	29,700	900		900
					204.

LIBRARY OF CONGRESS
REVOLVING FUNDS
SALARIES AND EXPENSES

Additional Information (continued)

	FY 1994 Budget	FY 1995 Estimate	1995 Increase		
			Price Level	Growing Workload	Total
3100 Books and Library Materials	\$ 1,500	\$ 1,600	\$ 100	\$	\$ 100
3140 Equipment	252,100	253,600	1,500		1,500
4400 Refunds	37,200	39,600	2,400		2,400
Total, Non-personal Services	\$ 3,331,000	\$ 3,541,000	\$ 210,000	\$ ----	\$ 210,000

LIBRARY OF CONGRESS

Service Fee Accounts

Trust Funds

GIFT AND TRUST FUND ACCOUNTS

Program and Financing (in thousands of dollars)

Identification code 03-9971-0-7-503		1993 actual	1994 est.	1995 est.
Program by activities:				
00.01	Acquisition of library materials	1,594	1,587	1,640
00.02	Reader and reference services	8,363	8,702	9,265
00.03	Organization and control of the collections	1,113	1,146	1,181
00.04	Public programs	4,346	4,438	4,556
10.00	Total obligations	15,416	15,873	16,642
Financing:				
Unobligated balance available, start of year:				
21.40	Treasury balance	-21,869	-22,557	-23,950
21.41	U.S. securities: Par value	-1,340	-1,340	-1,340
Unobligated balance available, end of year:				
24.40	Treasury balance	22,557	23,950	26,012
24.41	U.S. securities: Par value	1,340	1,340	1,340
60.05	Budget authority (appropriation) (Indefinite)	16,104	17,266	18,704
Relation of obligations to outlays:				
71.00	Total obligations	15,416	15,873	16,642
72.40	Obligated balance, start of year	3,384	2,919	2,999
74.40	Obligated balance, end of year	-2,919	-2,999	-3,145
90.00	Outlays	15,881	15,793	16,496
Distribution of budget authority by account:				
	Payment of interest on bequest of Gertrude M. Hubbard		1	1
	Interest on Treasury investment account	199	170	175
	Library of Congress trust fund income from investment account	2,175	1,886	1,943
	Library of Congress gift fund	6,260	7,034	7,879
	Service fees	7,470	8,175	8,706
Distribution of outlays by account:				
	Payment of interest on bequest of Gertrude M. Hubbard		1	1
	Interest on Treasury investment account	192	195	198
	Library of Congress trust fund income from investment account	1,690	1,668	1,658
	Library of Congress gift fund	6,390	5,754	5,933
	Service fees	7,609	8,175	8,706

Object Classification (in thousands of dollars)

Identification code 03-9971-0-7-503		1993 actual	1994 est.	1995 est.
Personnel compensation:				
11.1	Full-time permanent	4,760	5,031	5,256
11.5	Other personnel compensation	425	408	430
11.9	Total personnel compensation	5,185	5,439	5,686
12.1	Civilian personnel benefits	1,004	1,084	1,223
21.0	Travel and transportation of persons	498	519	539
22.0	Transportation of things	66	81	83
23.3	Communications, utilities, and miscellaneous charges	715	779	811
24.0	Printing and reproduction	456	626	637
25.1	Consulting services	1,276	1,461	1,496
25.2	Other services	2,338	2,286	2,361
26.0	Supplies and materials	1,793	1,267	1,411
31.0	Equipment	1,960	2,204	2,262
41.0	Grants, subsidies, and contributions	50	51	53
44.0	Refunds	75	76	80
99.9	Total obligations	15,416	15,873	16,642

Personnel Summary

Total compensable workyears:				
1001	Full-time equivalent employment	194	196	196
1005	Full-time equivalent of overtime and holiday hours	11	10	10

Foreign Service National Separation Liability Trust Fund

Program and Financing (in thousands of dollars)

Identification code 03-8339-0-7-602		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations (object class 13.0)	104	100	100
Financing:				
21.40	Unobligated balance available, start of year	- 629	- 616	- 606
24.40	Unobligated balance available, end of year	616	606	596
60.05	Budget authority (appropriation) (Indefinite)	91	90	90
Relation of obligations to outlays:				
71.00	Total obligations	104	100	100
90.00	Outlays	104	100	100

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

U.S. GOVERNMENT PRINTING OFFICE

Budget Justification

Fiscal Year 1995

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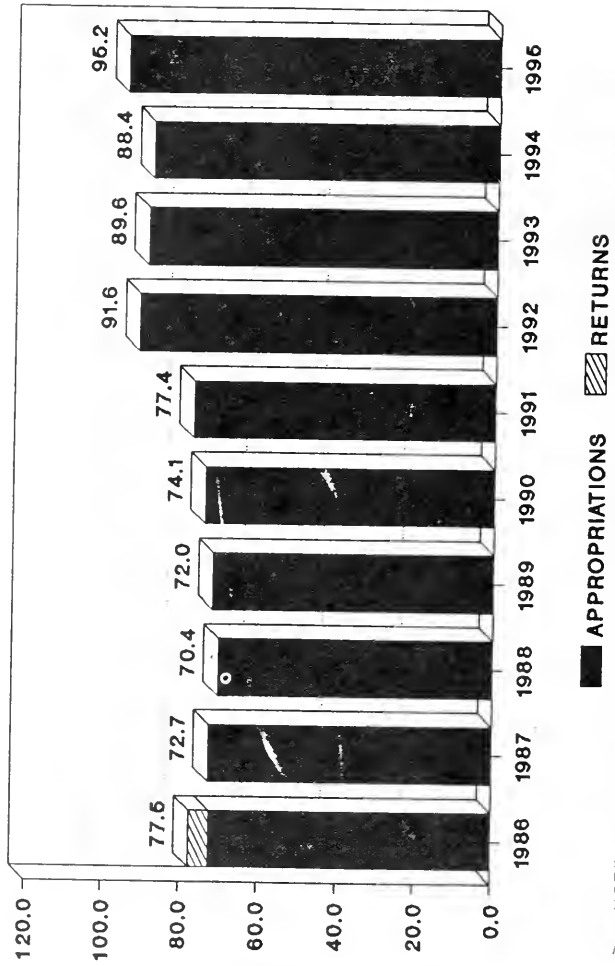
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**U.S. GOVERNMENT PRINTING OFFICE
SUMMARY OF ESTIMATES**

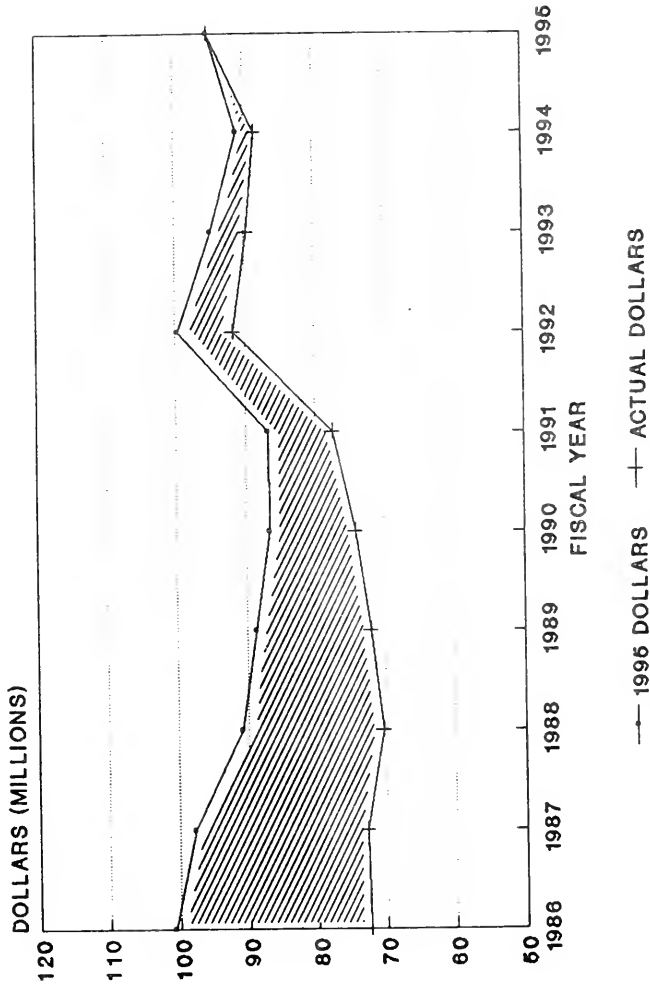
Appropriation	FY 1994		FY 1995
	Requested	Approved	Estimates
<hr/>			
Congressional Printing and Binding:			
Appropriation.....	\$95,000,000	\$ 88,404,000	\$ 95,158,000
Superintendent of Documents, Salaries and Expenses:			
Appropriation.....	33,707,000	29,082,000	33,900,000
<hr/>			
Total Appropriation Requirements:			
Appropriation.....	128,707,000	117,486,000	129,058,000

CONGRESSIONAL PRINTING AND BINDING APPROPRIATIONS AND RETURNS TO TREASURY DOLLARS IN MILLIONS



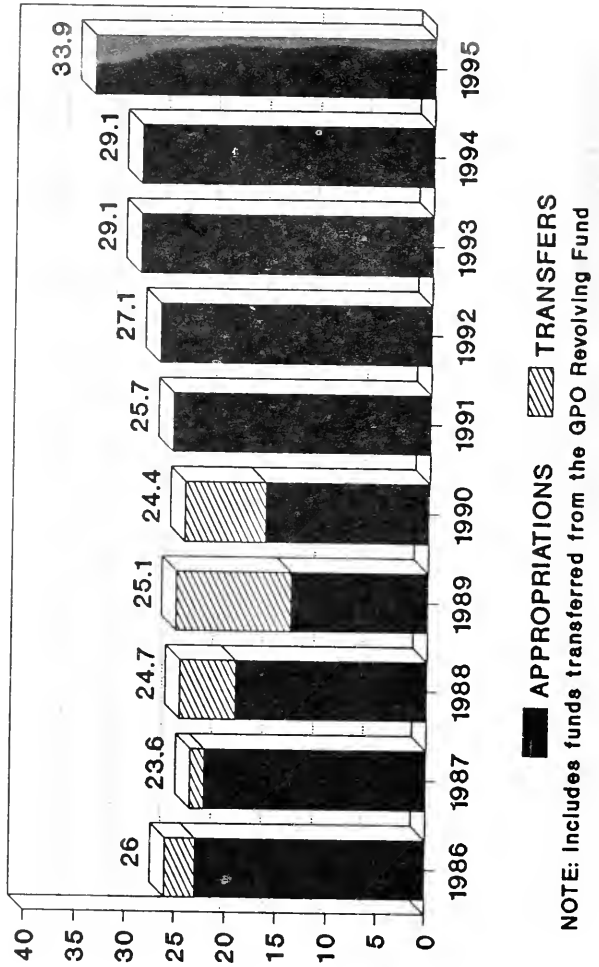
NOTE: For comparison purposes the Congressional Printing and Binding and the Printing and Binding Appropriations for fiscal years 1986 and 1987 are combined.

CONGRESSIONAL PRINTING AND BINDING COMBINED

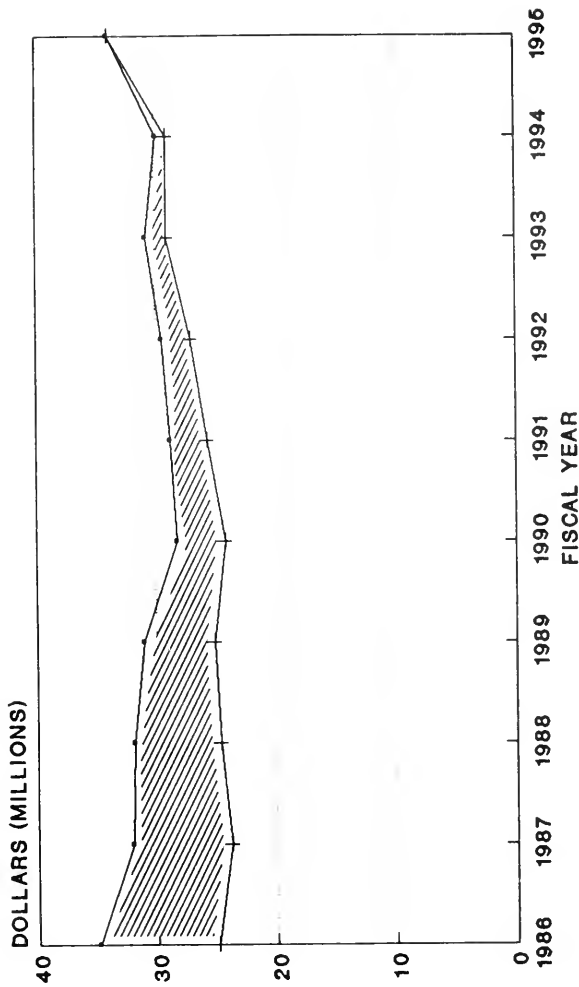


NOTE: For comparison purposes the Congressional Printing and Binding and the Printing and Binding Appropriations for fiscal years 1986 and 1987 are combined.

SALARIES AND EXPENSES APPROPRIATIONS AND TRANSFERS DOLLARS IN MILLIONS



SALARIES AND EXPENSES APPROPRIATIONS AND TRANSFERS



— 1996 DOLLARS — ACTUAL DOLLARS

NOTE: Includes funds transferred from the GPO revolving fund

GOVERNMENT PRINTING OFFICE

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION

For authorized printing and binding for the Congress and the distribution of Congressional information in any format; printing and binding for the Architect of the Capitol; expenses necessary for preparing the semimonthly and session index to the Congressional Record, as authorized by law (44 U.S.C. 902); printing and binding of Government publications authorized by law to be distributed to Members of Congress; and printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient, [\$88,404,000] \$95,158,000: Provided, That this appropriation shall not be available for printing and binding part 2 of the annual report of the Secretary of Agriculture (known as the Yearbook of Agriculture) nor for copies of the permanent edition of the Congressional Record for individual Representatives, Resident Commissioners or Delegates authorized under 44 U.S.C. 906: Provided further, That this appropriation shall be available for the payment of obligations incurred under the appropriations for similar purposes for preceding fiscal years. (Congressional Operations Appropriations Act, 1994.)

**SUMMARY OF APPROPRIATION ESTIMATES
CONGRESSIONAL PRINTING AND BINDING
FISCAL YEAR 1995**

The estimates for Congressional Printing and Binding are to provide funds with which to pay for the cost of printing and binding required for the use of Congress; and for printing, binding, and distribution of Government publications authorized by law to be distributed without charge to the recipient.

The appropriation requested for Congressional Printing and Binding for fiscal year 1995 is \$95,158,000. The requirements for the Congressional Printing and Binding Appropriation for fiscal year 1995 are described below by category.

A. Congressional Record Program. The proceedings of the Senate and House of Representatives are printed in the Congressional Record. Approximately 18,280 copies are printed daily of which about 12,580 copies are charged to the Congressional Printing and Binding Appropriation. About 5,800 of these copies are distributed for Congressional use as provided under 44 U.S.C. 906, while the remaining 6,780 copies are distributed without charge to correspondents, ex-Members, agencies, judges, and recipients designated by Members of Congress. The copies which are not charged to the Congressional Printing and Binding Appropriation, are delivered and charged to Government departments on requisitions and to the Superintendent of Documents for sale to subscribers. Online access to an electronic Congressional Record database will be provided in 1994. Access to this database will also be made available to the public and depository libraries in accordance with the provisions of The Government Printing Office Electronic Information Access Enhancement Act of 1993. After the close of each session, the daily proceedings are consolidated, indexed, and about 530 sets are printed as the bound edition of the Record. About 142 of these sets are for Congressional use, while another 135 sets are distributed to departments and recipients other than Congress by law and charged to the Congressional Printing and Binding Appropriation. The remaining 253 sets are for public sale, departments, and depository libraries and are charged to the recipient as provided by law. An estimated 37,000 pages will be required in fiscal year 1995 and the cost will be approximately \$20,719,000.

B. Other Electronic Products. This item is to cover the costs associated with the development of electronic data bases of products other than the Congressional Record. The estimate for fiscal year 1995 is \$700,000.

C. Miscellaneous publications. This item includes printed matter such as the Congressional Directory, Senate and House Journals, memorial addresses of Members, nominations, United States Code and supplements, serial sets, and publications not carrying a document or report number, such as laws, treaties, and similar publications. An estimated \$9,750,000 will be required in fiscal year 1995 for approximately 75,000 pages, which includes printing the entire United States Code.

D. Miscellaneous printing and binding. This item includes letterheads, envelopes, blank paper, wall calendars, miscellaneous services, blank forms, and binding for both Houses. The estimate for fiscal year 1995 is \$16,791,000 for about 193 million units.

E. Details to Congress. This item includes the cost for GPO employees detailed to Congress. The estimated cost for fiscal year 1995 is \$4,960,000 for 124,000 hours.

F. Document envelopes and document franks. Document envelopes are furnished to Senators and Representatives for the mailing of speeches and documents. Franks are printed individually or in sheets with perforations and are furnished to Members for the mailing of documents. An estimated \$1,596,000 will be needed in fiscal year 1995 for approximately 34.8 million envelopes at a cost of \$1,432,000, and 3.2 million franks at a cost of \$164,000.

G. Business and committee calendars. This heading covers the printing of all House and Senate business and committee calendars, which list the actions on pending and completed legislation. An estimated \$1,440,000 will be required in fiscal year 1995 for approximately 24,000 pages.

H. Bills, resolutions, and amendments. This heading covers the printing of bills, resolutions, and amendments in all forms, including the prints as introduced, referred, reported, and finally passed. The estimate for fiscal year 1995 is \$10,800,000 for approximately 120,000 pages.

I. Committee reports. This item covers printed reports of congressional committees on pending legislation which carry a congressional number. An estimated \$3,649,000 will be needed for about 41,000 pages in fiscal year 1995.

J. Documents. This heading includes all classes of Senate and House documents ordered printed by Congress which carry a congressional number, such as annual reports, engineers' reports, special reports made by Government departments in response to resolutions, supplemental and deficiency estimates of appropriations, etc. The estimate for fiscal year 1995 is \$1,288,000 for about 28,000 pages.

K. Hearings. This item covers all hearings before congressional committees. The estimate for fiscal year 1995 is \$17,670,000 for approximately 570,000 pages.

L. Committee prints. This item includes publications printed for the internal use of committees on pending legislation. The estimate for fiscal year 1995 is \$2,795,181 for 65,000 pages.

M. Preceding fiscal years' obligations. This item covers printing and binding ordered in fiscal years prior to fiscal year 1993 which exceeded available funding. About \$12 million of the FY 1993 appropriation was used to fund prior year's obligations because the volume of Congressional printing ordered in FY 1993 was less than anticipated. The request for fiscal year 1995 is \$3,000,000.

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED REQUIREMENTS BY PRODUCT CATEGORY
(In thousands)

Category	1991	1992	1993	1994	1995
A. Congressional Record Publications:					
Daily Record.....	\$15,431	\$19,773	\$14,070	\$19,229	\$15,984
Electronic On-Line Record.....	0	0	0	625	645
Bound Record (Current year).....	1,026	1,002	1,064	1,064	1,170
Bound Record (Prior years).....	0	1,801	0	0	0
Record Index.....	1,528	1,579	1,105	1,495	1,400
Record Indexers.....	1,409	1,420	1,443	1,406	1,520
Subtotal.....	19,394	25,575	17,682	23,819	20,719
B. Other Electronic Products.....	0	0	0	130	700
C. Miscellaneous publications.....	4,914	4,313	4,674	5,781	9,750
D. Miscellaneous printing and binding.....	15,763	15,806	15,795	16,686	16,791
E. Details to Congress.....	4,917	4,658	3,840	3,780	4,960
F. Document envelopes & franks.....	1,044	1,170	1,053	1,599	1,596
G. Business and committee calendars.....	1,411	2,652	1,288	1,848	1,440
H. Bills, resolutions, and amendments.....	12,176	13,934	9,912	11,004	10,800
I. Committee reports.....	3,993	5,089	3,652	3,735	3,649
J. Documents.....	1,735	2,064	1,806	1,462	1,288
K. Hearings.....	16,831	15,527	15,225	16,240	17,670
L. Committee prints.....	2,661	2,181	2,720	2,320	2,795
Subtotal, Current Yr.....	84,839	92,969	77,647	88,404	92,158
Deferred Bound Records.....	(1,026)	0	0	0	0
Adjusted Current Requirements.....	83,813	92,969	77,647	88,404	92,158
Preceding fiscal years' obligations.....	12,854	19,303	20,681	8,737	8,737
Total Requirements.....	96,667	112,272	98,328	97,141	100,895
Deferred Financing.....	(19,303)	(20,681)	(8,737)	(8,737)	(5,737)
Appropriation.....	77,364	91,591	89,591	88,404	95,158

RECAPITULATION OF FUNDS APPROPRIATED

Current year financing.....	77,364	88,591	86,591	88,404	92,158
Deferred Payments.....	0	3,000	3,000	0	3,000
Appropriation.....	77,364	91,591	89,591	88,404	95,158

SHORTFALL OR UNDERFUNDING

Deferred Financing Beginning Balance.....	\$12,854	\$19,303	\$20,681	\$8,737	\$8,737
1991, Incremental Deferred Financing.....	6,449	0	0	0	0
1992, Incremental Deferred Financing.....	0	4,378	0	0	0
1993, Incremental Deferred Financing.....	0	0	(8,944)	0	0
Deferred Financing Funded Amount.....	0	(3,000)	(3,000)	0	(3,000)
Deferred Financing, End of Year.....	\$19,303	\$20,681	\$8,737	\$8,737	\$5,737

EXPENDITURES AND APPROPRIATIONS BY FISCAL YEAR

	Prior Yr.	1991	1992	1993	1994	1995	FY Appro.
Payments For:							
1991.....	\$8,656	\$68,708	0	0	0	0	\$77,364
1992.....	2,172	12,478	\$76,941	0	0	0	91,591
1993.....	3,189	2,351	13,101	\$70,950	0	0	89,591
1994.....	0	276	1,464	3,349	\$83,315	0	88,404
1995.....	0	0	1,463	3,348	2,776	\$87,571	95,158
- 1996.....	0	0	0	0	2,313	4,587	
Adjusted Current Requirements.....	\$14,017	\$83,813	\$92,969	\$77,647	\$88,404	\$92,158	
Current Year Payment Ratio.....		82%	83%	91%	94%	95%	

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION
ESTIMATED COST PER UNIT BY CATEGORY

Category	Unit	1991	1992	1993	1994	1995

A. Congressional Record Program:						
Daily Record.....	Page.....	\$419.00	\$469.00	\$469.00	\$469.00	\$432.00
Bound Record.....	...do.....	27.00	26.00	28.00	28.00	30.00
Record Index.....	...do.....	324.00	323.00	325.00	325.00	350.00
Record Indexers.....	Hours.....	37.00	37.00	37.00	37.00	40.00
B. Miscellaneous publications....	Page.....	111.00	105.00	123.00	123.00	130.00
C. Misc. printing and binding....	1,000 items.	80.00	73.00	81.00	81.00	87.00
D. Details to Congress.....	Hours.....	31.00	31.00	30.00	30.00	40.00
E. Document envelopes & franks...	1,000 items.	35.00	31.00	39.00	39.00	42.00
F. Business and comm. calendars..	Page.....	68.00	63.00	56.00	56.00	60.00
G. Bills, resolutions, & amnds...	...do.....	88.00	69.00	84.00	84.00	90.00
H. Committee reports.....	...do.....	77.00	64.00	83.00	83.00	89.00
I. Documents.....	...do.....	64.00	55.00	43.00	43.00	46.00
J. Hearings.....	...do.....	29.00	30.00	29.00	29.00	31.00
K. Committee prints.....	...do.....	43.00	42.00	40.00	40.00	43.00

CONGRESSIONAL PRINTING AND BINDING APPROPRIATION - VOLUME INCREASE OR DECREASE

Category	Unit	1993		Increase/(Decrease)		1994		Increase/(Decrease)		1995	
		Total		Quantity	Percent	Total		Quantity	Percent	Total	
A. Congressional Record Program:											
Daily Record.....	Page.....	30,000		11,000	36.7	41,000		(4,000)	(9.8)	37,000	
Bound Record.....	...do.....	38,000		0	0.0	38,000		1,000	2.6	39,000	
Record Index.....	...do.....	3,400		1,200	35.3	4,600		(600)	(13.0)	4,000	
Record Indexers.....	Hours.....	39,000		(1,000)	(2.6)	38,000		0	0.0	38,000	
Miscellaneous publications....	Page.....	38,000		9,000	23.7	47,000		28,000	59.6	75,000	
C. Misc. printing and binding....	1,000 items.....	195,000		11,000	5.6	206,000		(13,000)	(6.3)	193,000	
D. Details to Congress.....	Hours.....	128,000		(2,000)	(1.6)	126,000		(2,000)	(1.6)	124,000	
E. Document envelopes and franks.	1,000 items.....	27,000		14,000	51.9	41,000		(3,000)	(7.3)	38,000	
F. Business and comm. calendars..	Page.....	23,000		10,000	43.5	33,000		(9,000)	(27.3)	24,000	
G. Bills, resolutions, & amnds....	...do.....	118,000		13,000	11.0	131,000		(11,000)	(8.4)	120,000	
H. Committee reports.....	...do.....	44,000		1,000	2.3	45,000		(4,000)	(8.9)	41,000	
I. Documents.....	...do.....	42,000		(8,000)	(19.0)	34,000		(6,000)	(17.6)	28,000	
J. Hearings.....	...do.....	525,000		35,000	6.7	560,000		10,000	1.8	570,000	
K. Committee prints.....	...do.....	68,000		(10,000)	(14.7)	58,000		7,000	12.1	65,000	

Schedule A

Congressional Printing And Binding Appropriation
By Object Class
(In thousands)

Object Class	1993 Actual	1994 Actual	1995 Estimate	Net Change 94/95
24 Printing & Reproduction	\$89,591	\$88,404	\$95,158	6,754

Schedule B

Congressional Printing And Binding Appropriation
Analysis Of Change to Budget Base
(In thousands)

Object Class	Price Level Changes	Program Type Changes	Total Changes
24 Printing & Reproduction	\$4,441	\$2,313	\$6,754

Schedule C Congressional Printing And Binding Appropriation
Detailed Analysis Of Change

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Base, 1994	88,404
=====	
1995 REQUEST	
STAFF	AMOUNT (\$000)
I. Adjustments To Base	
A. Price Level Changes	4,441
1. Daily Congressional Record	(1,369)
2. Bound Congressional Record	78
3. Congressional Record Index	100
4. Congressional Record Indexers	114
5. Miscellaneous Publications	525
6. Miscellaneous Printing & Binding	1,158
7. Details to Congress	1,240
8. Documents Envelopes & Franks	114
9. Business & Committee Calendars	96
10. Bills, Res., & Amdts.	720
11. Committee Reports	246
12. Documents	84
13. Hearings	1,140
14. Committee Prints	195
B. Program Type Changes	
1. Workload	2,313
a. Daily Congressional Record	(1,876)
b. Electronic on-Line Record	20
c. Bound Congressional Record	28
d. Congressional Record Index	(195)
e. Other Electronic Products	570
f. Miscellaneous Publications	3,444
g. Miscellaneous Printing & Binding	(1,053)
h. Details of Congress	(60)
i. Document Envelopes & Franks	(117)
j. Business and Committee Calendars	(504)
k. Bills, Res., & Amdts.	(924)
l. Committee Reports	(332)
m. Documents	(258)
n. Hearings	290
o. Committee Prints	280
p. Deferred Financing Funded Amount	3,000
II. Net Increase Requested	6,754
III. Appropriation, 1995	95,158
=====	

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. PRICE LEVEL CHANGES (RATES)	Staff	Amount (\$000)
1. Daily Congressional Record This 7.9-percent decrease represents cost avoidances by electronic innovations.	---	(1,369)
2. Bound Congressional Record This 7.1-percent increase is necessary to provide for cost recovery of current services.	---	78
3. Congressional Record Index This 7.7-percent increase is necessary to provide for cost recovery of current services.	---	100
4. Congressional Record Indexers This 8.8-percent increase is necessary to provide for cost recovery of current services.	---	114
5. Miscellaneous Publications This 5.7-percent increase is necessary to provide for cost recovery of current services.	---	525
6. Miscellaneous Printing & Binding This 7.7-percent increase is necessary to provide for cost recovery of current services.	---	1,158
7. Details to Congress This 33.3-percent increase is necessary to provide for cost recovery of current services.	---	1,240
8. Document Envelopes & Franks This 7.7-percent increase is necessary to provide for cost recovery of current services.	---	114
9. Business & Committee Calendars This 7.1-percent increase is necessary to provide for cost recovery of current services.	---	96
10. Bills, Resolutions, and Amendments This 7.1-percent increase is necessary to provide for cost recovery of current services.	---	720
11. Committee Reports This 7.2-percent increase is necessary to provide for cost recovery of current services.	---	246
12. Documents This 7-percent increase is necessary to provide for cost recovery of current services.	---	84
13. Hearings This 6.9-percent increase is necessary to provide for cost recovery of current services.	---	1,140
14. Committee Prints This 7.5-percent increase is necessary to provide for cost recovery of current services.	---	195

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued

=====		
B. PROGRAM TYPE CHANGES		

1. Workload (Volume)		

1a. Daily Congressional Record This 9.8-percent decrease is computed based on historical data which indicates a decrease for the Congressional first session year.	---	(1,876)

1b. Electronic On-Line Record This request is to provide funding for the development of Congressional Record electronic formats to facilitate information dissemination.	---	20

1c. Bound Congressional Record This 2.6-percent increase is computed based on historical data.	---	28

1d. Congressional Record Index This 13-percent decrease is computed based on historical data.	---	(195)

1e. Other Electronic Products This requirement to provide financing for the development of Electronic Products other than the Congressional Record is estimated to be more in FY 1995.	---	570

1f. Miscellaneous Publications This 59.6-percent increase is computed based on historical data and provides for printing the entire United States Code.	---	3,444

1g. Miscellaneous Printing & Binding This 6.3-percent decrease is computed based on historical data.	---	(1,053)

1h. Details to Congress This 1.6-percent decrease is based on FY 1993 performance with 2,000 less hours in FY 1994 and a 2,000 hours decrease for FY 1995.	---	(60)

1i. Document Envelopes & Franks This 7.3-percent decrease is computed based on historical data.	---	(117)

1j. Business & Committee Calendars This 27.3-percent decrease is computed based on historical data.	---	(504)

1k. Bills, Resolutions, and Amendments This 8.4-percent decrease is computed based on historical data.	---	(924)

1l. Committee Reports This 8.9-percent decrease is computed based on historical data.	---	(332)

CONGRESSIONAL PRINTING AND BINDING

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued		
=====		
B. PROGRAM TYPE CHANGES - Continued		
1. Workload (Volume) - Continued		
1m. Documents This 17.6-percent decrease is computed based on historical data.	---	(258)
1n. Hearings This 1.8-percent increase is computed based on historical data with least squares analysis.	---	290
1o. Committee Prints This 12.1-percent increase is computed based on historical data.	---	280
1p. Deferred Financing This \$3 million is to provide funding for the shortfall estimated to be about \$8,737,000 at the end of fiscal year 1993.	---	3,000
=====		

Schedule D Congressional Printing And Binding Appropriation
 Summary of Agency Request
 FY 1994 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Base, 1994	---	88,404
Proposed Changes for FY 1995		
Price Level Changes	---	4,441
Program Type Changes		
Workload	---	2,313
Total Proposed Changes	---	6,754
FY 1995 Appropriation	---	95,158

SUMMARY OF PUBLICATIONS BOUND FOR THE SENATE AND HOUSE
FISCAL YEAR 1991, 1992, and 1993

	Number of Volumes Bound			Amount Billed to Congressional Printing and Binding Appropriation		
	1991	1992	1993	1991	1992	1993
Senate Committees						
Agriculture, Nutrition, & Forestry..	0	0	0	0	0	0
Appropriations.....	128	0	120	\$22,083	0	\$19,357
Armed Services.....	130	16	42	31,299	\$4,847	8,937
Budget.....	0	0	0	0	0	0
Commerce, Science, & Transportation..	0	17	0	0	3,707	0
Democratic Policy.....	1	0	0	298	0	0
Energy & Natural Resources.....	23	17	30	4,935	5,126	6,814
Environment & Public Works.....	64	0	32	14,003	0	6,377
Finance.....	0	39	0	0	10,505	0
Foreign Relations.....	189	5	0	36,044	863	0
Governmental Affairs.....	100	0	84	20,437	0	15,291
Labor & Human Resources.....	9	105	3	2,264	32,487	621
Republican Policy.....	0	0	50	0	0	8,116
Rules & Administration.....	0	9	0	0	1,877	0
Select Committee on Ethics.....	0	15	0	0	3,184	0
Select Committee on Indian Affairs..	36	0	8	7,756	0	1,564
Special Committee on Aging.....	95	0	0	15,023	0	0
Total for Senate Committees.....	775	223	369	\$154,142	\$62,596	\$67,077
Total Senate Members.....	54	0	0	7,830	0	0
Total Senate.....	829	223	369	\$161,972	\$62,596	\$67,077
	===	===	===	=====	=====	=====
House Committees						
Administration.....	11	0	7	\$982	0	\$1,006
Agriculture.....	16	208	0	2,337	\$26,725	0
Appropriations.....	173	206	234	29,782	44,823	48,066
Armed Services.....	39	24	14	12,825	5,670	4,696
Banking, Finance, & Urban Affairs...	1,254	0	0	144,245	0	0
Budget.....	247	0	40	30,642	0	6,453
Commission on Congressional Mailing Standards.....	0	0	0	0	0	0
Commission on Security & Cooperation in Europe.....	5	0	0	1,021	0	0
District of Columbia.....	1	39	3	197	7,073	751
Education & Labor.....	328	0	8	59,235	0	1,392
Energy & Commerce.....	100	59	118	22,302	11,895	25,232
Foreign Affairs.....	0	320	0	0	34,729	0
Government Operations.....	0	0	0	0	0	0
Judiciary.....	56	204	62	9,807	36,629	12,329
Merchant Marine & Fisheries.....	76	0	0	17,291	0	0
Natural Resources.....	34	67	7	12,270	11,170	1,552
Post Office & Civil Service.....	6	145	0	1,376	20,312	0
Public Works & Transportation.....	22	24	6	6,420	4,258	937
Rules.....	0	22	0	0	4,395	0
Science & Technology.....	1	953	0	200	106,767	0
Select Committee on Aging.....	0	40	0	0	6,691	0
Select Committee on Children, Youth, & Families.....	0	72	0	0	10,904	0
Select Committee on Hunger.....	0	45	0	0	6,247	0
Select Committee on Intelligence....	1	0	0	272	0	0
Select Committee on Narcotics Abuse..	0	34	23	0	4,783	3,397
Small Business.....	0	364	6	0	39,103	1,047
Veterans' Affairs.....	64	0	0	16,777	0	0
Ways & Means.....	172	11	282	30,793	1,480	58,722
Total for House Committees.....	2,606	2,837	810	\$398,774	\$383,654	\$165,580
Total House Members.....	26	32	12	4,307	4,299	1,963
Total House of Representatives....	2,632	2,869	822	\$403,081	\$387,953	\$167,543
	=====	=====	=====	=====	=====	=====
TOTAL, CONGRESS.....	3,461	3,092	1,191	\$565,053	\$450,549	\$234,620

Congressional Billings for Committees By Category
FY 1993, as of November 30, 1993

Committee	Daily Cong. Rec.	Record Index	Record Indexers	Misc. Pub.	Misc. PBB	Detail	Env.	Doc.	Franks Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
House															
House	5,595,313	407,938	---	59,620	1,144,270	104,456	8,082	1,294	601,109	479,775	297,366	300,157	---	---	8,999,380
Clerk of House	---	---	---	226,409	364,079	194,545	---	15,334	---	---	---	59,027	230	---	859,624
House Members	---	---	---	1,327	1,171,235	---	802,894	62,302	---	---	5,185	46,906	---	5	2,169,054
H. Agriculture	---	---	---	30,516	11,597	44,997	---	---	9,924	---	---	---	332,081	29,338	458,453
H. Appropriations	---	---	---	11,017	62,065	52,098	---	---	---	64,118	1,925	---	2,844,611	263,753	3,299,587
H. Armed Services	---	---	---	1,699	7,114	151,190	---	---	---	---	1,404	---	122,587	90,394	374,188
H. Banking	---	---	---	9,933	1,759	102,598	---	---	17,624	---	---	10,572	192,942	11,667	347,095
H. D.C.	---	---	---	2,067	12,270	50,444	---	---	3,270	---	---	---	25,567	---	93,618
H. Education & Labor	---	---	---	56,958	23,279	59,535	---	---	---	---	---	---	154,242	63,845	357,859
H. Foreign Affairs	---	---	---	5,832	16,522	130,816	---	---	18,371	---	6,417	---	311,015	93,448	582,421
H. Gov't Opera.	---	---	---	3,412	5,416	146,236	---	---	21,818	---	---	---	415,383	26,939	619,204
H. Administration	---	---	---	199,555	47,202	---	---	---	9,213	---	---	---	73,058	8,491	337,519
H. Natural Resources	---	---	---	5,910	5,142	2,610	---	---	11,612	---	---	---	593,097	48,349	666,720
H. Energy & Comm.	---	---	---	19,124	30,563	125,589	---	---	---	14,825	---	---	235,771	113,767	539,639
H. Judiciary	---	---	---	3,461	27,061	148,947	---	---	---	---	---	---	326,308	36,601	542,378
H. Merchant Marine	---	---	---	782	7,723	86,784	---	---	14,187	---	---	---	204,023	64,799	378,298
H. Post Office	---	---	---	12,900	4,960	52,349	---	---	38,414	616	---	---	40,796	28,359	178,394
H. Public Works	---	---	---	2,132	1,646	---	---	---	14,185	---	---	---	474,314	33,044	525,321
H. Rules	---	---	---	2,352	---	54,093	---	---	---	---	---	---	41,935	25,229	123,609
H. Science	---	---	---	3,593	9,037	139,764	---	---	9,907	4,688	---	---	606,521	104,976	878,486
H. Veterans Affairs	---	---	---	---	13,252	---	---	---	9,391	---	---	---	99,301	2,732	124,676
H. Ways & Means	---	---	---	39,911	67,796	91,164	---	---	50,949	---	---	320	360,789	425,854	1,036,783
H. Small Business	---	---	---	1,989	4,911	109,949	---	---	5,103	1,319	691	---	70,286	---	194,248
H. Helsinki Commission	---	---	---	90,438	1,681	45,726	---	---	---	---	---	---	26,786	34,658	199,289
H. Official Conduct	---	---	---	26,176	1,559	---	---	---	---	---	---	---	20,680	---	48,415
H. Voting Standards	---	---	---	---	---	---	---	---	---	---	---	---	---	---	0
H. Budget	---	---	---	16	10,208	---	---	---	---	53,033	---	1,563	23,935	6,789	95,544
H. Aging	---	---	---	---	1,789	30,333	---	---	---	---	---	---	72,752	30,198	135,072
H. Legislative Counsel	---	---	---	1,478	13,795	111,349	---	---	---	---	---	---	---	4,406	131,028
H. Hunger	---	---	---	---	8,283	25,554	---	---	---	---	---	---	21,059	---	54,896
H. Intelligence	---	---	---	1,248	---	---	---	---	---	---	---	---	30,327	---	31,575
H. Marc. Abuse & Con.	---	---	---	---	3,397	23,613	---	---	---	---	653	---	21,673	8,780	56,116
H. Children, Youth	---	---	---	---	---	26,449	---	---	---	---	---	---	25,993	---	52,442
Total, House	5,595,313	407,938	0	819,655	3,079,611	2,111,188	890,976	78,930	835,077	618,374	313,641	418,545	7,768,067	1,556,416	24,493,731

Congressional Billings For Committees By Category - Continued
FY 1993, as of November 30, 1993

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Committee	Daily Comp. Rec.	Record Index	Record Indexers	Misc. Pub.	Misc. PUB	Detaila	Envs.	Doc.	Franka Calendars	Bills	Reports	Documents	Hearings	Committee Prints	TOTAL
Senate															
Senate	8,369,782	670,245	---	45,646	894,645	---	415	3,498	235,907	82,108	162,630	105,292	5,436	---	10,575,604
Secretary of Senate	---	---	---	26,849	252,314	103,156	---	---	---	---	---	47,882	---	6,013	436,214
Senate Members	---	---	---	350	878,457	---	36,023	19,968	---	---	1,179	10,766	563	---	947,306
S. Agriculture	---	---	---	---	13,997	51,642	---	---	3,546	---	---	---	---	---	121,379
S. Appropriations	---	---	---	12	17,487	277,420	---	---	---	34,892	3,642	638	47,385	4,809	40,709
S. Armed Services	---	---	---	739	16,067	53,885	---	---	15,666	---	---	---	139,725	514,525	40,709
S. Banking	---	---	---	3,222	8,001	81,113	---	---	13,354	---	---	---	10,633	1,377	98,367
S. Commerce	---	---	---	848	8,590	---	---	---	11,470	---	---	---	95,928	21,114	222,732
S. Conf. Amr. Negotiat	---	---	---	---	---	---	---	---	---	---	---	---	91,099	22	112,029
S. Finance	---	---	---	18,270	1,956	186,038	---	---	7,222	---	1,440	---	108,842	11,839	335,607
S. Foreign Relations	---	---	---	---	4,632	114,259	---	---	8,449	---	---	---	29,736	118,314	275,390
S. Govt. Affairs	---	---	---	6,470	9,812	105,688	---	---	---	---	---	---	306,796	24,214	452,980
S. Energy	---	---	---	5,457	11,239	45,751	---	---	8,906	---	---	---	128,969	2,576	202,898
S. Judiciary	---	---	---	---	5,591	111,801	---	---	12,346	---	---	---	328,869	14,727	473,334
S. Labor	---	---	---	145	9,745	51,110	---	---	8,801	---	---	---	113,981	15,108	198,890
S. Environment	---	---	---	---	13,594	37,339	---	---	5,508	---	---	---	122,438	---	178,879
S. Rules	---	---	---	78,486	2,590	---	---	---	5,078	---	---	---	---	4,491	90,645
S. Democratic Policy	---	---	---	---	3,581	334	---	---	---	---	---	---	---	5,885	9,800
S. Republican Policy	---	---	---	35,498	9,247	46,059	---	---	---	---	---	---	---	---	90,804
S. Small Business	---	---	---	1,166	1,312	---	---	---	4,164	---	---	---	25,946	---	32,588
S. Aging	---	---	---	---	816	48,877	---	---	---	---	9,580	---	69,448	41,747	170,468
S. Ethics	---	---	---	30,227	307	---	---	---	---	---	---	---	---	29,934	60,468
S. Veterans' Affairs	---	---	---	---	4,453	45,143	---	---	3,201	---	---	---	---	---	91,547
S. Legislative Counsel	---	---	---	---	186,737	216,104	---	---	---	---	---	---	---	---	402,841
S. Sergeant at Arms	---	---	---	91,448	811,526	---	---	---	---	---	---	---	---	---	902,974
S. Budget	---	---	---	16	1,264	83,995	---	---	---	28,520	---	1,563	6,559	33,622	155,539
S. Legal Counsel	---	---	---	---	662	---	---	---	---	---	---	---	---	---	662
S. Intelligence	---	---	---	---	818	---	---	---	---	---	---	---	---	---	818
S. Indian Affairs	---	---	---	---	4,776	62,547	---	---	16,931	---	---	---	57,170	30,911	88,099
S. Fair Empl. Practice	---	---	---	8,367	577	---	---	---	---	---	---	---	148,771	3,378	236,403
S. Iran & Nicaragua	---	---	---	---	---	---	---	---	---	---	---	---	---	---	8,944
S. POW/MIA	---	---	---	---	312	---	---	---	---	---	---	---	178,241	---	178,553
Total, Senate	8,369,782	670,245	0	353,216	3,175,105	1,722,261	36,438	23,466	360,549	145,520	178,471	166,141	2,055,285	410,790	17,667,269

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Congressional Billings for Committees By Category - Continued
FY 1993, as of November 30, 1993

Committee	Daily Cong. Rec.	Record Index	Record Indexers	Misc. Publ.	Misc. P&B	Doc. Envs.	Doc. Franks	Calendars	Bills	Reports	Documents	Hearings	Prints	TOTAL	
Joint Committees															
Joint Com. on Printing	---	---	---	791	78,278	---	---	---	---	---	158	12,970	7,927	---	100,124
Joint Economic	---	---	---	69,135	1,356	---	---	---	---	---	257	638	54,006	2,418	127,810
Joint Taxation	---	---	---	9,218	69,956	---	---	---	---	---	---	---	---	82,775	161,949
Organization of Cong.	---	---	---	---	1,376	---	---	---	---	---	---	---	149,546	6,413	157,335
Inaugural Ceremonies	---	---	---	---	168,036	---	---	---	---	---	---	---	---	---	168,036
Total, Joint Comm.	0	0	0	79,144	319,002	0	0	0	0	0	415	13,608	211,479	91,606	715,254
Miscellaneous															
Bylaw	36,798	---	1,431,302	1,800,923	7,367,822	49,420	---	748	7,265	8,939,988	2,757,484	722,346	423	---	23,116,319
Architect of Capitol	---	---	---	17,162	149,833	---	---	---	---	---	---	122	---	---	167,117
Bicentennial Com.	---	---	---	---	---	---	---	---	---	---	---	---	---	---	0
US S Caucus on Internal	---	---	---	---	---	---	---	---	---	---	---	---	---	---	0
Total, Miscellaneous	36,798	0	1,431,302	1,818,085	7,517,655	49,420	0	748	7,265	8,939,988	2,757,484	722,468	423	0	23,281,636
TOTALS	14,001,893	1,078,183	1,431,302	3,070,100	14,091,373	3,882,869	927,414	103,144	1,202,891	9,703,882	3,250,011	1,320,762	10,035,254	2,058,812	66,157,890

Summary Status of FY 1993 Appropriation:

Appropriation.....	89,591,000
Payments for current year.....	66,157,890
Payments for prior years.....	13,147,525
Total Disbursements.....	79,305,415
Balance.....	10,285,585

DETAILS TO CONGRESS, AS OF SEPTEMBER 30

	1992	1993

HOUSE COMMITTEES		
Agriculture.....	1	1
Appropriations.....	1	1
Banking, Finance, & Urban Affairs.....	3	2
Armed Services.....	2	2
Budget.....	0	0
District of Columbia.....	1	1
Education & Labor.....	1	1
Energy & Commerce.....	4	2
Foreign Affairs.....	2	2
Government Operations.....	2	2
Natural Resources.....	0	0
Judiciary.....	2	2
Merchant Marine & Fisheries.....	2	2
Post Office & Civil Service.....	1	1
Rules.....	1	1
Science & Technology.....	2	2
Small Business.....	2	2
Ways and Means.....	2	2
Select Committee on Aging.....	1	0
Select Committee on Children, Youth, and Families.....	1	0
Select Committee on Hunger.....	1	0
Select Committee on Narcotics Abuse & Control.....	1	0
Commission on Security & Cooperation in Europe.....	1	1
	--	--
Total House Committees.....	34	27
	==	==
JOINT COMMITTEES		
Joint Committee on Printing.....	0	0
	--	--
Total Joint Committees.....	0	0
	==	==
MISCELLANEOUS		
Clerk of House of Representatives.....	3	3
House Legislative Counsel.....	2	2
Congressional Service Center (CRS).....	1	1
Secretary of the Senate.....	2	2
Senate Legislative Counsel.....	3	4
Speaker of the House.....	2	1
	--	--
Total Miscellaneous.....	13	13
	==	==

DETAILS TO CONGRESS - Continued

	1992	1993		

SENATE COMMITTEES				
Agriculture, Nutrition, & Forestry.....	1	1		
Appropriations.....	4	5		
Armed Services.....	1	1		
Banking, Housing, & Urban Affairs.....	2	1		
Budget.....	2	2		
Energy.....	1	1		
Environment & Public Works.....	1	1		
Finance.....	3	3		
Foreign Relations.....	2	2		
Governmental Affairs.....	3	2		
Judiciary.....	3	2		
Labor & Human Resources.....	1	1		
Republican Policy.....	1	1		
Veterans' Affairs.....	1	1		
Select Committee on Indian Affairs.....	1	1		
Special Committee on Aging.....	1	1		
	--	--		
Total Senate Committees.....	28	26		
	==	==		
Grand Total.....	75	66		
	==	==		
SUMMARY				
House Committees.....	34	27		
Joint Committees.....	0	0		
Miscellaneous.....	13	13		
Senate Committees.....	28	26		
	--	--		
Total.....	75	66		

	1992	1993	1994	1995
			(est.)	(est.)

Full-time equivalents (FTE's).....	73	62	61	60
Total billings (millions).....	\$4.7	\$3.8	\$3.8	\$5.0

U.S. GOVERNMENT PRINTING OFFICE
Congressional Printing and Binding

Program and Financing (in thousands of dollars)

Identification code 04-0203-0-1-801		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations (object class 24.0)	89,591	88,404	95,158
Financing:				
40.00	Budget authority (appropriation)	89,591	88,404	95,158
Relation of obligations to outlays:				
71.00	Total obligations	89,591	88,404	95,158
72.40	Obligated balance, start of year	8,362	17,909	17,681
74.40	Obligated balance, end of year	- 17,909	- 17,681	- 19,032
90.00	Outlays	80,044	88,632	93,807

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

U.S. GOVERNMENT PRINTING OFFICE**OFFICE OF SUPERINTENDENT OF DOCUMENTS
SALARIES AND EXPENSES**

For expenses of the Office of Superintendent of Documents necessary to provide for the cataloging and indexing of Government publications and their distribution to the public, Members of Congress, other Government agencies, and designated depository and international exchange libraries as authorized by law, [\$29,082,000] \$33,900,000: Provided, That travel expenses, including travel expenses of the Depository Library Council to the Public Printer, shall not exceed \$130,000: Provided further, That funds, not to exceed \$2,000,000, from current year appropriations are authorized for producing and disseminating Congressional Serial Sets and other related Congressional/non-Congressional publications for [1991 and 1992] 1993 and 1994 to depository and other designated libraries. (Legislative Branch Appropriations Act, 1994.)

SUMMARY OF APPROPRIATION ESTIMATES
SALARIES AND EXPENSES
FISCAL YEAR 1995

The Office of the Superintendent of Documents operates under a separate appropriation which provides funds for: (1) the compilation of catalogs and indexes of Government publications; (2) the mailing for Members of Congress and other Government agencies of certain Government publications, as authorized by law; (3) the distribution of Government publications to designated depository libraries; and (4) the distribution of Government publications to the International Exchange Program. These four functions are related to the publication activity of other agencies and to the demands of the public, Members of Congress, and depository libraries. Consequently, the Office of the Superintendent of Documents can exercise little control over the volume of work which it may be called upon to perform. A description of these four functions follows:

Cataloging and indexing. The Office of the Superintendent of Documents is charged with preparing catalogs and indexes of all publications issued by the Federal Government. The principal publication is the "Monthly Catalog of U.S. Government Publications." Approximately 40,000 publications are expected to be cataloged in FY 1995.

By-law distribution for other Government agencies and Members of Congress. The Office of the Superintendent of Documents maintains mailing lists and mails, at the request of Government agencies and Members of Congress, certain publications specified by public law. Approximately 2.9 million publications are expected to be distributed to the public in FY 1995.

Depository library distribution. As required, Government publications are supplied to libraries which are designated as depositories for Government publications. To the extent practical, cost-effective methods of electronic dissemination such as CD-ROMS are used to fill this requirement. During FY 1995, GPO is expected to distribute approximately 24.2 million publications and 385,000 electronic product items to about 1,400 depository libraries.

International exchange. The Office of Superintendent of Documents distributes Government publications to foreign governments which agree, as indicated by the Library of Congress, to send to the United States similar publications of their governments for delivery to the Library of Congress. During FY 1995, GPO is expected to disseminate approximately 760,000 publications to foreign governments.

Funds requested for FY 1995 for Bylaw distribution and International exchange are about the same as the FY 1994 authorization, while the request for Cataloging and indexing and Depository library distribution are more than the FY 1994 levels.

The additional Cataloging and indexing funds will mainly be used to procure commercial cataloging contracts with the intent of eliminating the backlog of publications to be cataloged.

The increase in funding for Depository library distribution will primarily be used to provide the libraries with on-line access to Government electronic information in accordance with The Government Printing Office Electronic Information Access Enhancement Act of 1993.

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
Summary
By Program and By Object Class

CATEGORIES	1993 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		TOTAL CHANGES 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Breakdown by Program:								
By-Law Distribution	3	562	5	771	4	759	(1)	(12)
Cataloging and Indexing	41	2,806	32	2,429	32	2,792	---	363
Depository Library Distribution	94	25,077	97	25,036	96	29,485	(1)	4,449
International Exchange	2	637	4	846	3	864	(1)	18
Appropriation	140	29,082	138	29,082	135	33,900	(3)	4,818
2. Breakdown by Object Class:								
11 Personnel Compensation	140	4,703	138	4,816	135	4,864	(3)	48
12 Personnel Benefits	---	883	---	888	---	901	---	13
21 Travel	---	81	130	130	---	130	---	0
22 Transportation of Things	---	1,157	---	668	---	681	---	13
23 Rent, Communications, and Utilities	---	1,971	---	2,124	---	2,124	---	0
24 Printing and Reproduction	---	15,703	---	15,478	---	19,056	---	3,578
25 Other Services	---	4,163	---	4,774	---	5,469	---	695
26 Supplies and Materials	---	421	---	204	---	675	---	471
Total	140	29,082	138	29,082	135	33,900	(3)	4,818

Schedule B

Office of Superintendent of Documents
Salaries and Expenses
Analysis of Change to Budget Base
By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES				TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	WORKLOAD	EQUIP., ALTS., MAINT., REPAIR	STAFF	DOLLARS (\$000)
FY 1994/1995 CATEGORIES										
1. Breakdown by Program:										
By-Law Distribution	---	17	---	5	---	0	(1)	---	---	(1)
Cataloging and Indexing	---	74	---	31	---	0	256	---	2	363
Depository Library Distribution	---	213	---	607	---	0	3,618	---	11	4,449
International Exchange	---	34	---	20	---	0	(36)	---	0	18
Total	---	338	---	663	---	0	3,804	---	13	4,818
2. Breakdown By Object Class:										
11 Personnel Compensation	---	281	---	0	---	0	(233)	---	0	48
12 Personnel Benefits	---	57	---	0	---	0	(44)	---	0	13
21 Travel	---	0	---	3	---	0	(3)	---	0	0
22 Transportation of Things	---	0	---	18	---	0	(5)	---	0	13
23 Rent, Communications, & Util.	---	0	---	4	---	0	(4)	---	0	0
24 Printing and Reproduction	---	0	---	502	---	0	3,076	---	0	3,578
25 Other Services	---	0	---	118	---	0	564	---	13	695
26 Supplies and Materials	---	0	---	18	---	0	453	---	0	471
Total	---	338	---	663	---	0	3,804	---	13	4,818

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Summary
Detailed Analysis of Changes

		CALCULATION OF BASE	
		STAFF	AMOUNT (\$000)
Base, 1994		138	29,082
		1995 REQUEST	
		STAFF	AMOUNT (\$000)
I.	Adjustments to Base		
A.	Mandatory Pay and Related Costs	---	338
	1. Current Services Increases	---	355
	2. Within-grade Increases/Promotions	---	5
	3. One less work-day in FY 1995	---	(22)
B.	Price Level Changes	---	663
	1. Travel	---	3
	2. Transportation of Things	---	18
	3. Rents, Communications & Utilities	---	4
	4. Catalog Printing	---	13
	5. Depository Printing	---	474
	6. Int'l Exchange Printing	---	15
	8. Computer Service Charges	---	14
	9. Other Services	---	104
	10. Supplies and Materials	---	18
C.	Program Type Changes		
	1. Legislation	---	0
	2. Workload	(3)	3,804
	a. Staff Level Decrease	(3)	(277)
	b. Travel	---	(3)
	c. Transportation of Things	---	(5)
	d. Rents, Communication and Utilities	---	(4)
	e. Catalog Printing	---	31
	f. Administrative Printing	---	4
	g. Depository Printing	---	3,038
	h. Int'l Exchange Printing	---	3
	i. Depreciation & Amortization	---	53
	j. Computer Service charges	---	11
	k. Miscellaneous Services	---	500
	l. Supplies and Materials	---	453
	3. Equipment, Alterations Repairs, Etc.	---	13
	a. Engineering Service Charges	---	13
II.	Net Increase From 1995 Appropriation	(3)	4,818
III.	Total Appropriation, 1995	135	33,900

SALARIES AND EXPENSES APPROPRIATION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Annualized effect of a current services increase for FY 1995	---	356
2. Within-grade Increases/Promotions to be granted during FY 1995.	---	5
3. The reduction in salaries and benefits because FY 1995 has one less work-day.		(23)
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Items 1-10 A 2.9 % increase is projected.	---	663
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation	---	0
2. Workload		3,804
2a. Staff Level Decrease Staff level decreases will be effected through a separation incentive program in 1994, normal retirements, and attrition.	(3)	(277)
2b. and 2c. Travel and Transportation Travel of persons and transportation of things are expected to decline slightly in FY 1995.	---	(8)
2d. Rent, Communications, and Utilities Rents, communications, and utilities are expected to decrease slightly in FY 1995.	---	(4)
2e., 2f. & 2h. Catalog, Administrative, and Int'l Exchange Printing Small increases are anticipated in these three categories.	---	38
2g. Printing and Reproduction The majority of the increase is for funding new electronic initiatives (on-line access).	---	3,038
2i. Depreciation & Amortization The increase is primarily due to the write-off of capital items acquired during 1994 and 1995.	---	53
2j. Computer Service charges Small increases in computer service charges are anticipated for all programs as a result of moving to a more computerized environment.	---	11
2k. Miscellaneous Services The increase is primarily due to additional cataloging contracts and additional buildings expense that will be incurred when support personnel are moved to the Central Office in FY 1994.	---	500
2l. Supplies and Materials The increase is primarily for office furniture upgrades, and replenishment of office inventories of materials and supplies in 1995.		453

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Summary of Request
FY 1995 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Appropriation, 1994	138	29,082
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	338
Price Level Changes	---	663
Program Type Changes		
Legislation	---	0
Workload	(3)	3,804
Equipment, Alterations, Repairs, etc.	---	13
Total Proposed Changes	(3)	4,818
FY 1995 Appropriation	135	33,900

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
By Object Class

CATEGORIES	1993 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		TOTAL CHANGES 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
By-Law Distribution	3	562	5	771	4	759	(1)	(12)
2. Breakdown by Object Class:								
11 Personnel Compensation	3	85	5	163	4	142	(1)	(21)
12 Personnel Benefits		16		30		26		(4)
21 Travel		0		0		0		0
22 Transportation of Things		3		0		0		0
23 Rent, Communications, and Utilities		348		443		445		2
24 Printing and Reproduction		24		24		27		3
25 Other Services		66		93		102		9
26 Supplies and Materials		20		18		17		(1)
Total	3	562	5	771	4	759	(1)	(12)

Schedule B

Office of Superintendent of Documents
By-Law Distribution
Analysis of Change to Budget Base
By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIP., ALTS MAINT. REPAIRS		TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
FY 1994/1995 CATEGORIES												
1. Breakdown by Program:												
By-Law Distribution	--	17	--	5	--	0	(1)	(34)	--	0	(1)	(12)
2. Breakdown By Object Class:												
11 Personnel Compensation	--	14	--	0	--	0	(1)	(35)	--	0	(1)	(21)
12 Personnel Benefits	--	3	--	0	--	0	--	(7)	--	0	--	(4)
21 Travel	--	0	--	0	--	0	--	0	--	0	--	0
22 Transportation of Things	--	0	--	0	--	0	--	0	--	0	--	0
23 Rent, Communications, & Util	--	0	--	2	--	0	--	0	--	0	--	2
24 Printing and Reproduction	--	0	--	1	--	0	--	2	--	0	--	3
25 Other Services	--	0	--	2	--	0	--	7	--	0	--	9
26 Supplies and Materials	--	0	--	0	--	0	--	(1)	--	0	--	(1)
Total	--	17	--	5	--	0	(1)	(34)	--	0	(1)	(12)

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
By-Law Distribution
Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Available Resources, 1994	5 771
1995 REQUEST	
I. Adjustments to Base	STAFF AMOUNT (\$000)
A. Mandatory Pay and Related Costs	--- 17
1. Current Services Increases	----- 16
2. Within-grade Increases/Promotions	--- 1
B. Price Level Changes	--- 5
1. Rents, Communications, and Utilities	--- 2
2. Catalog Printing	--- 1
3. Miscellaneous Services	--- 2
C. Program Type Changes	
1. Legislation	--- 0
2. Workload	(1) (34)
a. Staff Level Decrease	(1) (42)
b. Catalog Printing	--- 2
c. Depreciation & Amortization	--- 5
d. Miscellaneous Services	--- 2
e. Supplies and Materials	--- (1)
3. Equipment, Alterations, Repairs, Etc.	--- 0
II. Net Increase From 1994 Obligations	(1) (12)
III. Total Obligations, 1995	4 759

Schedule D

Office of Superintendent of Documents
 Salaries and Expenses
 By-Law Distribution
 FY 1995 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Available Resources, 1994	5	771
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	17
Price Level Changes	---	5
Program Type Changes		
Legislation	---	0
Workload	(1)	(34)
Equipment, Alterations, Repairs, etc.	---	0
Total Proposed Changes	(1)	(12)
FY 1995 Obligations	4	759

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
Cataloging and Indexing
By Object Class

CATEGORIES	1993 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		TOTAL CHANGES 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Cataloging and Indexing	41	2,806	32	2,429	32	2,792	0	363
2. Breakdown by Object Class:								
11 Personnel Compensation	41	1,575	32	1,238	32	1,260	0	22
12 Personnel Benefits	---	295	---	230	---	236	---	6
21 Travel	---	1	---	2	---	2	---	0
22 Transportation of Things	---	0	---	0	---	0	---	0
23 Rent, Communications, and Utilities	---	9	---	10	---	9	---	(1)
24 Printing and Reproduction	---	16	---	84	---	96	---	12
25 Other Services	---	865	---	847	---	1,093	---	246
26 Supplies and Materials	---	45	---	18	---	96	---	78
Total	41	2,806	32	2,429	32	2,792	0	363

Schedule B

Office of Superintendent of Documents
Cataloging and Indexing
Analysis of Change to Budget Base
By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF	DOLLARS	STAFF
FY 1994/1995 CATEGORIES												
1. Breakdown by Program:												
Cataloging and Indexing	74	--	31	--	0	--	256	--	2	--	363	--
2. Breakdown By Object Class:												
11 Personnel Compensation	61	--	0	--	0	--	(39)	--	0	--	22	--
12 Personnel Benefits	13	--	0	--	0	--	(7)	--	0	--	6	--
21 Travel	0	--	0	--	0	--	0	--	0	--	0	--
22 Transportation of Things	0	--	0	--	0	--	0	--	0	--	0	--
23 Rent, Communications, & Util	0	--	0	--	0	--	(1)	--	0	--	(1)	--
24 Printing and Reproduction	0	--	3	--	0	--	9	--	0	--	12	--
25 Other Services	0	--	25	--	0	--	219	--	2	--	246	--
26 Supplies and Materials	0	--	3	--	0	--	75	--	0	--	78	--
Total	74	--	31	--	0	--	256	--	2	--	363	--

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Cataloging And Indexing
Detailed Analysis of Changes

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Available Resources, 1994	32 2,429
1995	REQUEST
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	74
1. Current Services Increases	79
2. Within-grade Increases/Promotions	1
3. One less work-day in FY 1995	(6)
B. Price Level Changes	31
1. Catalog Printing	3
2. Computer Service Charges	4
3. Miscellaneous Services	21
4. Supplies and Materials	3
C. Program Type Changes	
1. Legislation	0
2. Workload	256
a. Staff Level Decrease	(46)
b. Rents, Communications and Utilities	(1)
c. Catalog Printing	5
d. Administrative Printing	4
e. Depreciation & Amortization	4
f. Computer Service Charges	4
g. Miscellaneous Services	211
h. Supplies and Materials	75
3. Equipment, Alterations, Repairs, Etc.	2
a. Engineering Service Charges	2
II. Net Increase From 1994 Obligations	363
III. Total Obligations, 1995	32 2,792

Schedule D

Office of Superintendent of Documents
 Salaries and Expenses
 Cataloging and Indexing
 FY 1995 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
<u>Available Resources, 1994</u>	32	2,429
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	74
Price Level Changes	---	31
Program Type Changes		
Legislation	---	0
Workload	---	256
Equipment, Alterations, Repairs, etc.	---	2
<u>Total Proposed Changes</u>	---	363
<u>FY 1995 Obligations</u>	32	2,792

Schedule A
Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
By Object Class

CATEGORIES	1993 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		TOTAL CHANGES 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Depository Library Distribution	94	25,077	97	25,036	96	29,485	(1)	4,449
2. Breakdown by Object Class:								
11 Personnel Compensation	94	3,006	97	3,304	96	3,362	(1)	58
12 Personnel Benefits	---	565	---	607	---	620	---	13
21 Travel	---	80	---	128	---	128	---	0
22 Transportation of Things	---	1,154	---	668	---	681	---	13
23 Rent, Communications, and Utilities	---	1,581	---	1,599	---	1,597	---	(2)
24 Printing and Reproduction	---	15,167	---	14,838	---	18,383	---	3,545
25 Other Services	---	3,176	---	3,733	---	4,166	---	433
26 Supplies and Materials	---	348	---	159	---	548	---	389
Total	94	25,077	97	25,036	96	29,485	(1)	4,449

Schedule B

Office of Superintendent of Documents
 Depository Library Distribution
 Analysis of Change to Budget Base
 By Program and By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES						TOTAL CHANGES	
					LEGISLATION		WORKLOAD		EQUIP., ALTS MAINT, REPAIRS			
	DOLLARS (\$000)	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)		
FY 1994/1995 CATEGORIES												
1. Breakdown by Program:												
Depository Library	-- 213	-- 607	--	0	(1)	3,618	--	11	(1)	4,449		
2. Breakdown By Object Class:												
11 Personnel Compensation	-- 178	-- 0	--	0	(1)	(120)	--	0	(1)	58		
12 Personnel Benefits	-- 35	-- 0	--	0	--	(22)	--	0	--	13		
21 Travel	-- 0	-- 3	--	0	--	(3)	--	0	--	0		
22 Transportation of Things	-- 0	-- 18	--	0	--	(5)	--	0	--	13		
23 Rent, Communications, & Util	-- 0	-- 1	--	0	--	(3)	--	0	--	(2)		
24 Printing and Reproduction	-- 0	-- 483	--	0	--	3,062	--	0	--	3,545		
25 Other Services	-- 0	-- 88	--	0	--	334	--	11	--	433		
26 Supplies and Materials	-- 0	-- 14	--	0	--	375	--	0	--	389		
Total	-- 213	-- 607	--	0	(1)	3,618	--	11	(1)	4,449		

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
Detailed Analysis of Changes

CALCULATION OF BASE		
	STAFF	AMOUNT (\$000)
Available Resources, 1994	97	25,036
=====		
	1995 REQUEST	
	STAFF	AMOUNT (\$000)
I. Adjustments to Base		
A. Mandatory Pay and Related Costs	---	213
1. Current Services Increases	---	227
2. Within-grade Increases/Promotions	---	2
3. One less work-day in FY 1995	---	(16)
B. Price Level Changes	---	607
1. Travel	---	3
2. Transportation of Things	---	18
3. Rents, Communications, and Utilities	---	1
4. Catalog Printing	---	9
5. Depository Printing	---	474
6. Computer Service Charges	---	10
7. Miscellaneous Services	---	78
8. Supplies and Materials	---	14
C. Program Type Changes		
1. Legislation	---	0
2. Workload	(1)	3,618
a. Staff Level Decrease	(1)	(142)
b. Travel	---	(3)
c. Transportation of Things	---	(5)
d. Rents, Communications and Utilities	---	(3)
e. Catalog Printing	---	24
f. Depository Printing	---	3,038
g. Depreciation & Amortization	---	41
h. Computer Service Charges	---	4
i. Miscellaneous Services	---	289
j. Supplies and Materials	---	375
3. Equipment, Alterations, Repairs, Etc.	---	11
a. Engineering Service Charges	---	11
II. Net Increase From 1994 Obligations	(1)	4,449
III. Total Obligations, 1995	96	29,485
=====		

Schedule D

Office of Superintendent of Documents
Salaries and Expenses
Depository Library Distribution
FY 1995 Budget Request

	CALCULATION OF BASIS	
	STAFF	AMOUNT (\$000)
Available Resources, 1994	97	25,036
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	213
Price Level Changes	---	607
Program Type Changes		
Legislation	---	0
Workload	(1)	3,618
Equipment, Alterations, Repairs, etc.	---	11
Total Proposed Changes	(1)	4,449
FY 1995 Obligations	96	29,485

Schedule A

Office of Superintendent of Documents

Salaries and Expenses

International Exchange

By Object Class

CATEGORIES	1993 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		TOTAL CHANGES 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
International Exchange	2	637	4	846	3	864	(1)	18
2. Breakdown by Object Class:								
11 Personnel Compensation	2	37	4	111	3	100	(1)	(11)
12 Personnel Benefits	---	7	---	21	---	19	---	(2)
21 Travel	---	0	---	0	---	0	---	0
22 Transportation of Things	---	0	---	0	---	0	---	0
23 Rent, Communications, and Utilities	---	33	---	72	---	73	---	1
24 Printing and Reproduction	---	496	---	532	---	550	---	18
25 Other Services	---	56	---	101	---	108	---	7
26 Supplies and Materials	---	8	---	9	---	14	---	5
Total	2	637	4	846	3	864	(1)	18

Schedule C

Office of Superintendent of Documents
Salaries and Expenses
International Exchange
Detailed Analysis of Changes

		CALCULATION OF BASE	
		STAFF	AMOUNT (\$000)
Available Resources, 1994		4	846
		1995 REQUEST	
		STAFF	AMOUNT (\$000)
I. Adjustments to Base			
A. Mandatory Pay and Related Costs		---	34
1. Current Services Increases		---	33
2. Within-grade Increases/Promotions		---	1
B. Price Level Changes		---	20
1. Rents, Communications & Utilities		---	1
2. Int'l Exchange Printing		---	15
3. Miscellaneous Services		---	3
4. Supplies and Materials			1
C. Program Type Changes			
1. Legislation		---	0
2. Workload		(1)	(36)
a. Staff Level Decrease		(1)	(47)
b. Int'l Exchange Printing		---	3
c. Depreciation & Amortization			3
d. Computer Service Charges		---	3
e. Miscellaneous Services		---	(2)
f. Supplies and Materials		---	4
3. Equipment, Alterations, Repairs, Etc.		----	0
II. Net Increase From 1994 Obligations		(1)	18
III. Total Obligations, 1995		3	864

Schedule D

Office of Superintendent of Documents
 Salaries and Expenses
 International Exchange
 FY 1995 Budget Request

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Available Resources, 1994	4	846
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	34
Price Level Changes	---	20
Program Type Changes		
Legislation	---	---
Workload	(1)	(36)
Equipment, Alterations, Repairs, etc.	---	0
Total Proposed Changes	(1)	18
FY 1995 Obligations	3	864

U.S. GOVERNMENT PRINTING OFFICE

Office of Superintendent of Documents

Program and Financing (in thousands of dollars)

Identification code 04-0201-0-1-808	1993 actual	1994 est.	1995 est.
Program by activities:			
00.01 Distribution for other Government agencies and Members of Congress	562	771	759
00.02 Depository library distribution	25,077	25,036	29,485
00.03 Cataloging and indexing	2,806	2,429	2,792
00.04 International exchange	637	846	864
10.00 Total obligations	29,082	29,082	33,900
Financing:			
40.00 Budget authority (Appropriation)	29,082	29,082	33,900
Relation of obligations to outlays:			
71.00 Total obligations	29,082	29,082	33,900
72.40 Obligated balance, start of year	12,205	14,551	15,044
74.40 Obligated balance, end of year	-14,551	-15,044	-17,119
77.00 Adjustments in expired accounts	-297		
90.00 Outlays	26,439	28,589	31,825

Object Classification (in thousands of dollars)

Identification Code 04-0201-0-1-808	1993 actual	1994 est.	1995 est.
Personnel compensation:			
11.1 Full-time permanent	4,588	4,587	4,792
11.3 Other than full-time permanent	12	13	13
11.5 Other personnel compensation	103	216	59
11.9 Total personnel compensation	4,703	4,816	4,864
12.1 Civilian personnel benefits	883	888	901
21.0 Travel and transportation of persons	81	130	130
22.0 Transportation of things	1,157	668	681
23.2 Rental payments to others	56	53	49
23.3 Communications, utilities, and miscellaneous charges	1,915	2,071	2,075
24.0 Printing and reproduction	15,703	15,478	19,056
25.0 Other services	4,163	4,774	5,469
26.0 Supplies and materials	421	204	675
99.9 Total obligations	29,082	29,082	33,900

Personnel Summary

Total compensable workyears:			
Full-time equivalent employment	140	138	135
Full-time equivalent of overtime and holiday hours	3	2	2

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

**GOVERNMENT PRINTING OFFICE
REVOLVING FUND**

The Government Printing Office is hereby authorized to make such expenditures, within the limits of funds available and in accord with the law, and to make such contracts and commitments without regard to fiscal year limitations as provided by section 104 of the Government Corporation Control Act as may be necessary in carrying out the programs and purposes set forth in the budget for the current fiscal year for the "Government Printing Office revolving fund":

Provided, That not to exceed \$2,500 may be expended on the certification of the Public Printer in connection with official representation and reception expenses: Provided further, That the revolving fund shall be available for the hire or purchase of passenger motor vehicles, not to exceed a fleet of twelve: Provided further, That expenditures in connection with travel expenses of the advisory councils to the Public Printer shall be deemed necessary to carry out the provisions of title 44, United States Code: Provided further, That the revolving fund shall be available for services as authorized by 5 U.S.C. 3109 but at rates for individuals not to exceed the per diem rate equivalent to the rate for level V of the Executive Schedule (5 U.S.C. 5316): Provided further, That the revolving fund and the funds provided under the paragraph entitled "Office of Superintendent of Documents, Salaries and Expenses" together may not be available for the full-time equivalent employment of more than [4,850] 4,619 workyears: Provided further, That the revolving fund shall be available for expenses not to exceed \$500,000 for the development of plans and design of a multi-purpose facility: Provided further, That activities financed through the revolving fund may provide information in any format: Provided further, That the revolving fund shall not be used to administer any flexible or compressed work schedule which applies to any manager or supervisor in a position the grade or level of which is equal to or higher than GS-15: Provided further, That expenses for attendance at meetings shall not exceed \$75,000.

[Sec. 207. (a) Subsection (b) of section 309 of title 44, United States Code, is amended--

(1) in the matter before paragraph (1), by striking out "shall be:" and inserting in lieu thereof "shall be--";

(2) in paragraph (1), by inserting "and" after the semicolon at the end;

(3) in paragraph (2), by striking out ";and" and inserting in lieu thereof a period; and

(4) by striking out paragraph (3).

(b) The first undesignated paragraph of section 1708 of title 44, United States Code, is amended by striking out the third sentence.

(c) The amendments made by subsections (a) and (b) shall take effect on October 1, 1993.]

VALUE OF IN-HOUSE AND COMMERCIAL PROCUREMENT
OF PRINTING AND BINDING
(Dollar amounts in thousands)

Fiscal year	In-House ¹	Procured ²	Percent Procured	Other Revenue ³	Total Printing and Binding Revenue
1983	179,961	464,321	72.1	19,112	663,394
1984	196,593	547,871	73.6	26,263	770,727
1985	184,960	596,803	76.3	21,618	803,381
1986	185,481	562,933	75.2	19,991	768,405
1987	192,715	591,804	75.4	20,003	804,522
1988	205,489	648,296	75.9	21,541	875,326
1989	197,665	726,364	78.6	28,865	952,894
1990	203,839	634,611	75.7	25,554	864,004
1991	199,678	623,076	75.7	25,417	848,171
1992	202,972	629,184	75.6	20,852	853,008
1993	191,919	530,007	73.4	19,875	741,801 ⁴
1994	205,134	566,100	73.4	19,775	791,009 ⁴
1995	211,813	584,600	73.4	20,421	816,834

¹ Includes Central and Regional in-house printing, including paper used in printing and binding.

² Includes commercially procured printing and binding, including paper furnished contractors.

³ Includes sales of blank paper, waste, scrap, fixed assets, surplus inventory, employee payments for parking, and interest revenue.

⁴ Fiscal years 1994 and 1995 are estimated.

Schedule A
Revolving Fund
Printing & Binding Operations
By Object Class

CATEGORIES	FY 93 ACTUAL		FY 94 ESTIMATE		FY 95 ESTIMATE		TOTAL CHANGES 94/95	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Printing & Binding Operations	3,859	759,609	3,640	791,009	3,600	816,834	(40)	25,825
2. Breakdown by Object Class:								
11 Personnel Compensation	3,859	162,607	3,640	166,132	3,600	165,712	(40)	(420)
12 Personnel Benefits	---	32,949	---	31,320	---	31,909	---	589
21 Travel	---	241	---	457	---	467	---	10
22 Transportation of Things	---	2,037	---	2,453	---	2,514	---	61
23 Rent, Communications, and Util	---	11,157	---	11,067	---	10,947	---	(120)
24 Printing and Reproduction	---	492,328	---	517,240	---	541,830	---	24,590
25 Other Services	---	4,477	---	4,359	---	4,764	---	405
26 Supplies and Materials	---	48,356	---	51,967	---	51,692	---	(275)
31 Depreciation	---	5,457	---	6,014	---	6,999	---	985
Total Expenses	3,859	759,609	3,640	791,009	3,600	816,834	(40)	25,825

Schedule B

Revolving Fund

Printing and Binding Operations

Analysis of Change to Budget Base

By Object Class

CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		LEGISLATION		WORKLOAD		EQUIP., ALTS., MAINT., REPAIRS		TOTAL CHANGES	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:												
Printing & Binding Operations	---	7,284	---	15,635	---	0	(40)	1,921	---	985	(40)	25,825
	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
2. Breakdown By Object Class:												
11 Personnel Compensation	---	6,350	---	0	---	0	(40)	(6,770)	---	0	(40)	(420)
12 Personnel Benefits	---	934	---	0	---	0	---	(345)	---	0	---	589
21 Travel	---	0	---	12	---	0	---	(2)	---	0	---	10
22 Transportation of Things	---	0	---	61	---	0	---	0	---	0	---	61
23 Rent, Communications, & Utilities	---	0	---	179	---	0	---	(299)	---	0	---	(120)
24 Printing and Reproduction	---	0	---	13,965	---	0	---	10,625	---	0	---	24,590
25 Other Services	---	0	---	48	---	0	---	357	---	0	---	405
26 Supplies and Materials	---	0	---	1,370	---	0	---	(1,645)	---	0	---	(275)
31 Depreciation	---	0	---	0	---	0	---	0	---	985	---	985
	---	-----	---	-----	---	-----	---	-----	---	-----	---	-----
Total Expenses	---	7,284	---	15,635	---	0	(40)	1,921	---	985	(40)	25,825
	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====

Schedule C

Revolving Fund
Printing & Binding Operations
Detailed Analysis of Change

CALCULATION OF BASE	
STAFF	AMOUNT (\$000)
Estimated Expenses, 1994	3,640
	791,009
=====	
1995 ESTIMATE	
=====	
STAFF	AMOUNT (\$000)
I. Adjustments to Base	
A. Mandatory Pay and Related Costs	---
	7,284
1. Current Services Increase	---
2. Merit Increases/Promotions	---
3. 1995 less Day Costs	---
	(737)
B. Price Level Changes	---
	15,635
1. Travel	---
2. Transportation of Things	---
3. GSA Office Rent	---
4. Telephone and Telegraph	---
5. Utilities	---
6. Printing and Reproduction	---
7. Maintenance of ADP Equipment	---
8. Paper and Materials Charged to Jackets	---
9. Supplies and Materials	---
	256
C. Program Type Changes	(40)
	2,906
1. Legislation	---
	0
2. Workload	(40)
	1,921
a. Staff Reduction	(40)
b. Travel	---
c. GSA Office Rent	---
d. Commercial Office Space	---
e. Other Miscellaneous Rentals	---
f. Printing and Reproduction	---
g. Other ADP Services	---
h. Maintenance of ADP	---
i. Miscellaneous Services	---
j. Paper\Materials Charged to Jackets	---
k. Supplies and Materials	---
	(521)
3. Equipment, Alterations, Repairs, Etc.	---
	985
a. Depreciation	---
	985
II. Net Increase From 1994 Estimates	(40)
	25,825
III. Total Estimated Expenses, 1995	3,600
	816,834
=====	

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Current Services Increase Annualized effect of current services increase in FY 1994 and FY 1995.	---	6,971
2. Merit Increases/Promotions Include within-grade increases, promotions.	---	1,050
3. 1995 less Day Costs FY 1995 contains 260 compensable days compared to 261 compensable days in FY 1994.	---	(737)
B. PRICE LEVEL CHANGES		
1. Travel The increase of about 2.9% is for estimated inflation in travel costs.	---	12
2. Transportation of Things The increase of about 2.9% is for Bills of Lading and other transportation costs.	---	61
3. GSA Office Rent This is for an average increase of about 2.9% in GSA office rent.	---	30
4. Telephone and Telegraph A price increase of about 2.0% is projected.	---	36
5. Utilities An increase of over 2.2% is projected.	---	113
6. Printing and Reproduction Procured Printing Costs are estimated to increase by about 2.9%.	---	13,965
7. Maintenance of ADP Equipment Maintenance of ADP equipment is expected to increase by about 2.9%.	---	48
8. Paper and Materials Charged to Jackets Paper prices are expected to increase by 2.9%.	---	1,114
9. Supplies and Materials A price increase of about 2.9% is projected.	---	256

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation	---	0
2. Workload		
2a. Staff Reduction Reduction in cost-cutting initiatives related to a retirement incentive plan.	(40)	(7,115)
2b. Travel A volume decrease of less than 1% is expected.	---	(2)
2c. GSA Office Rent A reduction in GSA office space is expected.	---	(158)
2d. Commercial Office Space A reduction in commercial office space is expected.	---	(64)
2e. Other Miscellaneous Rentals A net effect of a slight decrease in other rentals such as parking facilities, software, photocopiers, etc., is expected.	---	(77)
2f. Printing and Reproduction An effort to increase agency work by-passing GPO is expected to increase volume by 2%.	---	10,625
2g. Other ADP Services Proposed installation of a new payroll system.	---	321
2h. Maintenance of ADP To provide for a projected increase in the maintenance of CD-ROM retrieval/build engine packages.	---	268
2i. Miscellaneous Services A volume decrease is expected in repairs and maintenance, tuition and registration, etc.	---	(232)

PRINTING AND BINDING OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C - Continued		
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
2. Workload		
2j. Paper and Materials Charged to Jackets To provide for a projected decrease in the In-House services provided to Congress.	---	(1,124)
2k. Supplies and Materials The volume decrease of \$521,000 consists mainly of decreases for items such as furniture, software, microcomputers and hardware, and other miscellaneous items.	---	(521)
3. Equipment, Alterations, Repairs, Etc.		
3a. Depreciation To provide for additional purchase of capital equipment.	---	985

Schedule D

Revolving Fund
 Printing and Binding Operations
 Summary of Estimated Expenses
 FY 1995 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Estimated Expenses, 1994	3,640	791,009
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	7,284
Price Level Changes	---	15,635
Program Type Changes		
Legislation	---	0
Workload	(40)	1,921
Equipment, Alterations, Repairs, Etc.	---	985
Total Proposed Changes	(40)	25,825
FY 1995 Budget Estimate	3,600	816,834

Schedule A Revolving Fund
Sales of Publications Operations
By Object Class

CATEGORIES	FY 1993 ACTUAL		FY 1994 ESTIMATE		FY 1995 ESTIMATE		TOTAL CHANGE 1994/1995	
	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)	STAFF	DOLLARS (\$000)
1. Program:								
Sale of Publications Operations	686	80,468	677	82,075	666	83,911	(11)	1,836
2. Breakdown by Object Class:								
11 Personnel Compensation	686	19,664	677	20,635	666	20,782	(11)	147
12 Personnel Benefits	---	3,683	---	3,734	---	3,881	---	147
21 Travel	---	25	---	62	---	48	---	(14)
22 Transportation of Things	---	1,040	---	2,747	---	2,763	---	16
23 Rent, Communications, and Util	---	14,710	---	13,227	---	12,981	---	(246)
24 Printing and Reproduction	---	29,166	---	29,651	---	30,640	---	989
25 Other Services	---	11,005	---	10,856	---	11,834	---	978
26 Supplies and Materials	---	1,175	---	1,163	---	982	---	(181)
Total Expenses	686	80,468	677	82,075	666	83,911	(11)	1,836

Schedule B

Revolving Fund
Sales of Publications Operations
Analysis of Change to Budget Base
By Object Class

FY 1994/1995 CATEGORIES	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES				TOTAL CHANGES	
	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	LEGISLATION STAFF (\$000)	WORKLOAD STAFF (\$000)	EQUIP., ALTS., MAINT., REPAIRS	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)	DOLLARS STAFF (\$000)
1. Program:										
Sales of Publications	1,408	1,316	---	---	---	(11)	(896)	8	(11)	1,836
2. Breakdown by Object Class:										
11 Personnel Compensation	1,156	0	---	---	0	(11)	(1,009)	0	(11)	147
12 Personnel Benefits	252	0	---	---	0	---	(105)	0	---	147
21 Travel	0	1	---	---	0	---	(15)	0	---	(14)
22 Transportation of Things	0	28	---	---	0	---	(12)	0	---	16
23 Rent Communications, & Util	0	82	---	---	0	---	(328)	0	---	(246)
24 Printing and Reproduction	0	913	---	---	0	---	76	0	---	989
25 Other Services	0	266	---	---	0	---	704	8	---	978
26 Supplies and Materials	0	26	---	---	0	---	(207)	0	---	(181)
Total Expenses	1,408	1,316	---	---	0	(11)	(896)	8	(11)	1,836

Schedule C

Revolving Fund
Sales of Publications Operations
Total Estimated Expenses
Detailed Analysis of Changes

		CALCULATION OF BASE	
		STAFF	AMOUNT (\$000)
Estimated Expenses, 1994		677	83,475
		1995 Estimate	
		STAFF	AMOUNT (\$000)
I. Adjustments to Base			
A. Mandatory Pay and Related Costs		---	1,408
1. Current Services Increase		---	1,488
2. Within-grade Increases/Promotions		---	14
3. One less work-day in FY 1995		---	(94)
B. Price Level Changes		---	1,316
1. Travel		---	1
2. Transportation of Things		---	28
3. Rent, Communications, and Utilities		---	82
4. Printing and Reproduction		---	25
5. Computer Service Charges		---	48
6. Cost of Pubs Sold & Surplus Pubs		---	888
7. Miscellaneous Services		---	218
8. Supplies and Materials		---	26
C. Program Type Changes			
1. Legislation		---	0
2. Workload	(11)		(896)
a. Staff Level Decrease	(11)		(1,114)
b. Travel	---		(15)
c. Transportation of Things	---		(12)
d. Rent, Communications & Utilities	---		(328)
e. Printing and Reproduction	---		76
f. Depreciation	---		334
g. Miscellaneous Services	---		370
h. Supplies and Materials	---		(207)
3. Equipment, Alterations, Repairs, Etc	---		8
a. Engineering Service Charges	---		8
II. Net Increase From 1994 Estimated Expenses	(11)		1,836
III. Total Estimated Expenses, 1995	666		85,311

SALES OF PUBLICATIONS OPERATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Annualized effect of a current services increase for FY 1995	---	1,488
2. Within-grade Increases/Promotions to be granted during FY 1994.	---	14
3. The reduction in salaries and benefits because FY 95 has one less work-day.		(94)
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Items 1-8 A 2.9 % increase is projected.	---	1,316
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation	---	0
2. Workload		(896)
2a. Staff Level Decrease Staff level decreases will be effected through a separation incentive program in 1994, normal retirements, and attrition.	(11)	(1,114)
2b. and 2c. Travel and Transportation The decrease is primarily due to a reduction in investigations and inspections and a small decrease in delivery expenditures.	---	(27)
2d. Rent, Communications, and Utilities The decrease is primarily attributable to the relocation of Sales Program personnel from rented facilities to GPO's central office.	---	(328)
2e. Printing and Reproduction A small increase is anticipated in the volume of publications sold during FY 1995.	---	76
2f. Depreciation The increase is mainly due to the write-off of the capital assets acquired as a result of moving personnel to GPO's central office in 1994.	---	334
2g. Miscellaneous Services The increase is primarily because of additional buildings expense that will be incurred when personnel are moved to GPO's central office in FY 1994.	---	370
2h. Supplies and Materials Decreases are projected for general expense materials and supplies, and microcomputer hardware and accessories.		(207)
3. Equipment, Alterations, Repairs, Etc.	---	8
3a. Engineering Service Charges A moderate increase in activity over 1994 is projected.	---	8

Schedule D

Revolving Fund
Sales of Publications Operations
Summary of Estimated Expenses
FY 1995 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Estimated Expenses, 1994	677	83,475
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	1,408
Price Level Changes	---	1,316
Program Type Changes		
Legislation	---	0
Workload	(11)	(896)
Equipment, Alterations, Repairs, Etc.	---	8
Total Proposed Changes	(11)	1,836
FY 1995 Estimated Expenses	666	85,311

Schedule B

Revolving Fund
Agency Distribution Service
Analysis of Change to Budget Base
By Object Class

	MANDATORY PAY AND RELATED COSTS		PRICE LEVEL CHANGES		PROGRAM TYPE CHANGES								TOTAL CHANGES	
					DOLLARS	DOLLARS	DOLLARS	DOLLARS	DOLLARS	DOLLARS	DOLLARS	DOLLARS		
	STAFF	(\$000)	STAFF	(\$000)	STAFF	(\$000)	STAFF	(\$000)	STAFF	(\$000)	STAFF	(\$000)	STAFF	(\$000)
FY 1994/1995 CATEGORIES														
1. Program:														
Agency Distribution Service	---	150	---	51	---	---	(13)	(463)	---	---	0	(13)	(262)	---
2. Breakdown by Object Class:														
11 Personnel Compensation	---	126	---	0	---	0	(13)	(422)	---	---	0	(13)	(296)	---
12 Personnel Benefits	---	24	---	0	---	0	---	(67)	---	---	0	---	(43)	---
21 Travel	---	0	---	0	---	0	---	0	---	---	0	---	0	---
22 Transportation of Things	---	0	---	1	---	0	---	(1)	---	---	0	---	0	---
23 Rent Communications, & Util	---	0	---	21	---	0	---	(1)	---	---	0	---	20	---
24 Printing and Reproduction	---	0	---	3	---	0	---	(3)	---	---	0	---	0	---
25 Other Services	---	0	---	23	---	0	---	47	---	---	0	---	70	---
26 Supplies and Materials	---	0	---	3	---	0	---	(16)	---	---	0	---	(13)	---
Total Expenses	---	150	---	51	---	0	(13)	(463)	---	---	0	(13)	(262)	---

Schedule C

Revolving Fund
Agency Distribution Service
Total Estimated Expenses
Detailed Analysis of Changes

		CALCULATION OF BASE	
		STAFF	AMOUNT (\$000)
Estimated Expenses, 1994		71	5,403
		1995 Estimate	
		STAFF	AMOUNT (\$000)
I. Adjustments to Base			
A. Mandatory Pay and Related Costs		---	150
1. Current Services Increase		---	155
2. Within-grade Increases/Promotions		---	2
3. One less work-day in FY 1995			(7)
B. Price Level Changes		---	51
1. Travel		---	0
2. Transportation of Things		---	1
3. Rent, Communications, and Utilities		---	21
4. Printing and Reproduction		---	3
5. Computer Service Charges		---	1
6. Miscellaneous Services		---	22
7. Supplies and Materials		---	3
C. Program Type Changes			
1. Legislation		---	0
2. Workload		(13)	(463)
a. Staff Level Decrease		(13)	(489)
b. Travel		---	0
c. Transportation of Things		---	(1)
d. Rent, Communications & Utilities		---	(1)
e. Printing and Reproduction		---	(3)
f. Depreciation		---	25
g. Miscellaneous Services		---	22
h. Supplies and Materials		---	(16)
3. Equipment, Alterations, Repairs, Etc		---	0
a. Engineering Service Charges		---	0
II. Net Increase From 1994 Estimated Expenses		(13)	(262)
III. Total Estimated Expenses, 1995		58	5,141

AGENCY DISTRIBUTION SERVICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C		
A. MANDATORY CHANGES	Staff	Amount (\$000)
1. Annualized effect of a current services increase for FY 1995	---	155
2. Within-grade Increases/Promotions to be granted during FY 1994.	---	2
3. The reduction in salaries and benefits because FY 95 has one less work-day.		(7)
B. PRICE LEVEL CHANGES	Staff	Amount (\$000)
1. Items 1-7 A 2.9 % increase is projected.	---	51
C. PROGRAM TYPE CHANGES	Staff	Amount (\$000)
1. Legislation	---	0
2. Workload		(463)
2a. Staff Level Decrease Staff level decreases will be effected through a separation incentive program in 1994, normal retirements, and attrition.	(13)	(489)
2b. and 2c. Travel and Transportation Travel of persons is expected to remain the same in 1995 while transportation of things will decrease slightly.	---	(1)
2d. Rent, Communications, and Utilities The decrease is primarily attributable to a decrease in utilities and postage expenses for FY 1995.	---	(1)
2e. Printing and Reproduction A small reduction in administrative printing is anticipated in FY 1995.	---	(3)
2f. Depreciation The increase is primarily due to the write-off of capital items to be acquired in 1995.	---	25
2g. Miscellaneous Services The small increase is primarily because of additional buildings expense that will be incurred when support personnel are moved to GPO's central office in FY1994.	---	22
2h. Supplies and Materials Decreases are projected for general expense materials and supplies, and microcomputer hardware and accessories.		(16)

Schedule D

Revolving Fund
Agency Distribution Service
Summary of Estimated Expenses
FY 1995 Budget Estimate

	CALCULATION OF BASE	
	STAFF	AMOUNT (\$000)
Estimated Expenses, 1994	71	5,403
Proposed Changes for FY 1995		
Mandatory Pay and Related Costs	---	150
Price Level Changes	---	51
Program Type Changes		
Legislation	---	0
Workload	(13)	(463)
Equipment, Alterations, Repairs, Etc.	---	0
Total Proposed Changes	(13)	(262)
FY 1995 Estimated Expenses	58	5,141

OFFICE OF SUPERINTENDENT OF DOCUMENTS - SUMMARY OF WORKLOAD
(In thousands)

	1993 Actual	1994 Estimate	1995 Estimate
Number of sales orders:			
Central Office Mail.....	799	795	781
Central Office Telephone.....	149	155	160
Consumer information sales.....	423	425	427
Number of orders for free consumer information.....	1,352	1,303	1,256
Letters of inquiry.....	176	168	161
Telephone inquiries.....	424	424	424
Number of publications sold:			
Central Office sales.....	23,744	23,598	23,453
Consumer information sales.....	2,383	2,477	2,574
Electronic product sales.....	40	75	94
Publications distributed on a reimbursable basis:			
Free consumer information.....	19,589	19,551	19,513
Other reimbursable distribution.....	23,227	23,353	23,479
Federal Register Program copies.....			
distributed.....	9,486	9,532	9,579
Publications distributed on a by-law basis.....	3,523	3,211	2,927
Publications distributed to depository libraries:			
Other distribution.....	25,555	24,558	24,196
Electronic product distribution.....	167	257	385
Publications distributed for International Exchange.....	779	760	760
Publications cataloged and indexed.....	37	37	40
Number of Depository Libraries (actual).....	1,399	1,400	1,400

OFFICE OF SUPERINTENDENT OF DOCUMENTS - BOOKSTORE PROGRAM
REVENUE AND EXPENSE
FISCAL YEAR 1993

Bookstore	Revenue	Expenses	Surplus/ (Loss)
Main.....	\$2,102,330	\$1,332,181	\$770,149
McPherson Square.....	972,223	677,811	294,412
Atlanta.....	597,838	586,437	11,401
Birmingham.....	339,489	312,399	27,090
Boston.....	614,269	572,368	41,901
Chicago.....	621,383	562,577	58,806
Cleveland.....	275,893	309,982	(34,089)
Columbus.....	424,848	435,077	(10,229)
Dallas.....	604,478	517,269	87,209
Denver.....	442,185	353,936	88,249
Detroit.....	340,924	365,370	(24,446)
Houston.....	817,035	556,384	260,651
Jacksonville.....	778,848	528,307	250,541
Kansas City.....	676,627	643,170	33,457
Los Angeles.....	1,145,320	909,233	236,087
Milwaukee.....	357,556	312,208	45,348
New York.....	762,925	642,194	120,731
Philadelphia.....	523,232	450,453	72,779
Pittsburgh.....	440,776	364,659	76,117
Portland.....	429,303	470,770	(41,467)
Pueblo.....	667,393	555,442	111,951
San Francisco.....	605,642	524,913	80,729
Seattle.....	976,636	719,861	256,775
Total.....	\$15,517,153	\$12,703,001	\$2,814,152

U.S. GOVERNMENT PRINTING OFFICE

Revolving Fund

Program and Financing (in thousands of dollars)

Identification code 04-4505-0-4-808	1993 actual	1994 est.	1995 est.
Program by activities:			
00.01 Printing and binding	771,560	770,204	809,709
00.02 Sales of publications	78,790	81,805	83,438
00.03 Agency distribution	5,370	5,403	5,141
00.91 Subtotal	855,720	857,412	898,288
01.01 Capital investment	3,906	18,648	14,031
10.00 Total obligations	859,626	876,060	912,319
Financing:			
21.90 Unobligated balance available, start of year:			
Fund balance	-106,171	-77,948	-82,922
24.90 Unobligated balance available, end of year:			
Fund balance	77,948	82,922	76,517
Budget authority (gross):			
68.00 Spending authority from offsetting collections	831,403	881,034	905,914
Relation of obligations to outlays:			
71.00 Total obligations	859,626	876,060	912,319
72.10 Receivables in excess of obligations, start of year	-196	65,200	43,487
74.10 Receivables in excess of obligations, end of year	-65,200	-43,487	-43,279
87.00 Outlays (gross)	794,230	897,773	912,527
Adjustments to gross budget authority and outlays:			
Offsetting collections from:			
88.00 Federal funds	-757,625	-806,803	-832,288
88.40 Non-Federal sources	-73,778	-74,231	-73,626
88.90 Total, offsetting collections	-831,403	-881,034	-905,914
89.00 Budget authority (net)			
90.00 Outlays (net)	37,173	16,739	6,613

STATEMENT OF REVENUE AND EXPENSES

PRINTING AND BINDING OPERATIONS

(in thousands of dollars)

	1993 actual	1994 est.	1995 est.
Total revenue	741,800	791,009	816,834
Expenses:			
Personnel compensation	162,607	166,132	165,712
Personnel benefits	32,949	31,320	31,909
Travel and transportation of persons	241	457	467
Transportation of things	2,037	2,453	2,514
Rental payments to GSA	1,777	1,671	1,543
Rental payments to others	1,919	2,035	1,961
Communications, utilities, and miscellaneous charges	7,461	7,361	7,443
Printing and reproduction	492,328	517,240	541,830
Other services	4,477	4,359	4,764
Supplies and materials	48,356	51,967	51,692
Depreciation	5,457	6,014	6,999
Total expenses	759,609	791,009	816,834
Net operating income or loss (-)	-17,809		

U.S. GOVERNMENT PRINTING OFFICE

Revolving Fund (continued)

SALES OF PUBLICATIONS OPERATIONS

(In thousands of dollars)

	1993 actual	1994 est.	1995 est.
Total revenue	<u>84,084</u>	<u>84,600</u>	<u>83,911</u>
Expenses:			
Cost of publications sold	23,111	23,800	24,500
Postage for sales copies mailed	11,241	9,851	9,851
Surplus publications	5,253	5,022	5,200
Subtotal	<u>39,605</u>	<u>38,673</u>	<u>39,551</u>
Gross profit	<u>44,479</u>	<u>45,927</u>	<u>44,360</u>
General and administrative:			
Personnel compensation	19,664	20,635	20,782
Personnel benefits	3,683	3,734	3,881
Travel and transportation of persons	25	62	48
Transportation of things	1,040	2,747	2,763
Rental Payments to GSA	901	921	925
Rental payments to others	1,935	2,002	1,804
Communications, utilities, and miscellaneous charges	633	453	401
Printing and reproduction	802	829	940
Other services	11,005	10,856	11,834
Supplies and materials	1,175	1,163	982
Subtotal	<u>40,863</u>	<u>43,402</u>	<u>44,360</u>
Total expenses	<u>80,468</u>	<u>82,075</u>	<u>83,911</u>
Net earnings	<u>3,616</u>	<u>2,525</u>	<u>.....</u>

AGENCY DISTRIBUTION SERVICE

(In thousands of dollars)

	1993 actual	1994 est.	1995 est.
Total revenue	<u>5,484</u>	<u>5,403</u>	<u>5,141</u>
Expenses:			
Personnel compensation	1,996	1,918	1,622
Personnel benefits	374	335	292
Travel and transportation of persons	1	9	9
Transportation of things	64	38	38
Rental Payments to GSA	219	312	323
Rental payments to others	168	154	165
Communications, utilities, and miscellaneous charges	1,710	1,480	1,478
Printing and reproduction	94	104	104
Other services	613	920	990
Supplies and materials	131	133	120
Total expenses	<u>5,370</u>	<u>5,403</u>	<u>5,141</u>
Net operating income	<u>114</u>	<u>.....</u>	<u>.....</u>

U.S. GOVERNMENT PRINTING OFFICE

Revolving Fund (continued)

Total Revenue and Expense (in thousands of dollars)

Identification code 04-4505-0-4-808	1993 actual	1994 est.	1995 est.
0101 Revenue	831,368	881,012	905,886
0102 Expenses	- 845,447	- 878,487	- 905,886
0109 Net income or loss (-)	- 14,079	2,525

Financial Condition (in thousands of dollars)

Identification code 04-4505-0-4-808	1992 actual	1993 actual	1994 est.	1995 est.
Assets:				
Fund balance with Treasury and cash:				
10.00 Fund balance with Treasury	105,975	143,148	126,409	119,796
10.10 Cash	157	571	364	468
10.99 Subtotal, fund balance with Treasury and cash	106,132	143,719	126,773	120,264
Accounts receivable:				
11.00 Federal agencies	208,871	162,034	172,018	177,097
11.10 Public	3,140	2,823	2,982	2,903
11.99 Subtotal, accounts receivable	212,011	164,857	175,000	180,000
Inventories:				
13.10 Products or service components	32,933	29,221	28,929	28,640
Property, plant, and equipment:				
16.00 Structures, facilities, and leasehold improvements	48,768	49,757	50,330	51,100
16.20 ADP software	1,414	1,468	1,459	1,500
16.30 Equipment	80,298	79,102	86,222	89,021
16.70 Land	9,562	9,562	13,062	16,062
16.80 Allowances (-)	- 87,436	- 89,245	- 88,341	- 88,793
16.99 Subtotal, property, plant, and equipment	52,606	50,644	62,732	68,890
Other assets:				
17.40 Other	2,322	6,375	1,442	1,000
19.99 Total assets	406,004	394,816	394,876	398,794
Liabilities:				
Accounts payable:				
20.00 Federal agencies	15,350	15,265	15,400	15,400
20.10 Public	59,121	62,539	59,766	62,657
20.99 Subtotal, accounts payable	74,471	77,804	75,166	78,057
22.99 Accrued payroll and benefits	8,266	8,257	8,300	8,400
23.99 Accrued annual leave	12,156	12,495	12,000	12,000
Unearned revenue (advances):				
24.00 Federal agencies	1,216	674	945	810
24.10 Public	33,355	33,603	33,746	34,919
24.99 Subtotal, unearned revenue (advances)	34,571	34,277	34,691	35,729
28.10 Other liabilities	1,446	967	1,200	1,100
29.99 Total liabilities	130,910	133,800	131,357	135,286
Equity:				
Revolving fund equity:				
32.00 Appropriated capital	109,307	109,307	109,307	109,307
32.10 Cumulative results	165,559	151,480	154,005	154,005
32.20 Donations	228	229	207	196
39.99 Total equity	275,094	261,016	263,519	263,508

U.S. GOVERNMENT PRINTING OFFICE

Revolving Fund (continued)

Object Classification (in thousands of dollars)

Identification code 04-4505-0-4-808		1993 actual	1994 est.	1995 est.
Personnel compensation:				
11.1	Full-time permanent	162,950	163,471	168,938
11.3	Other than full-time permanent	470	486	517
11.5	Other personnel compensation	20,847	24,728	18,661
11.9	Total personnel compensation	184,267	188,685	188,116
12.1	Civilian personnel benefits	37,006	35,389	36,082
21.0	Travel and transportation of persons	267	528	524
22.0	Transportation of things	3,141	5,238	5,315
23.1	Rental payments to GSA	2,897	2,904	2,791
23.2	Rental payments to others	4,022	4,191	3,930
23.3	Communications, utilities, and miscellaneous charges	21,045	19,145	19,173
24.0	Printing and reproduction	537,696	532,436	572,810
25.2	Other services	15,717	15,633	16,753
26.0	Supplies and materials	49,662	53,263	52,794
31.0	Equipment	3,906	15,148	11,031
32.0	Land and structures		3,500	3,000
99.9	Total obligations	859,626	876,060	912,319

Personnel Summary

Total compensable workyears:				
	Full-time equivalent employment	4,621	4,388	4,324
	Full-time equivalent of overtime and holiday hours	295	248	240

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

**GOVERNMENT PRINTING OFFICE
PERSONNEL STATISTICS**

GPO programs are supported by various GPO organizations. Therefore, human resources can be viewed from either an organizational structure perspective or from a program perspective. GPO's primary organizational components are: Executive Offices, Office of Administration, Procurement Services, Production Services, Customer Services, and Superintendent of Documents. GPO's primary programs are Printing and Binding Operations, Sales of Publications, Agency Distribution Services, and programs funded by the Salaries and Expenses (S&E) Appropriation. On-board statistics are relevant only to GPO's organizational structure. Full-time equivalent (FTE) data is prepared for each organization and is distributed by program according to various program distribution allocations in order to calculate FTE data by program. FTE levels are generally below on-board levels because of employees on leave without pay and employees on part-time or intermittent schedules.

Human resources are the most important GPO assets. They represent the largest portion of controllable cost, and are the single most significant factor in generating revenue and providing GPO's products and services to customers. Total FTE levels declined by 821, or 14.7 percent, over the 9-year period from 1984 to 1993. Total funded FTE levels are projected to decline by an additional 302, or 6.3 percent, from 1993 to 1995, primarily as a result of the voluntary separation incentive program (VSIP). The VSIP is being implemented during the first quarter of FY 94.

GOVERNMENT PRINTING OFFICE
FULL-TIME EQUIVALENT BUDGET

Program:	Change in FTE's				
	FY93	FY94	FY95	FY93-FY94	FY94-95
P&B Opns.....	3,859	3,640	3,600	-219	-40
Sales.....	686	677	666	-9	-11
Agency Dist.....	76	71	58	-5	-13
Rev. Fund.....	4,621	4,388	4,324	-233	-64
By-Law.....	3	5	4	2	-1
Cat. & Ind.....	41	32	32	-9	0
Dep. Lib.....	94	97	96	3	-1
Int. Exch.....	2	4	3	2	-1
S&E.....	140	138	135	-2	-3
Total.....	4,761	4,526	4,459	-235	-67
Unfunded.....	189	324	160	135	-164
Authorized....	4,950	4,850	4,619	-100	-231

EMPLOYEES ON BOARD AS OF SEPT. 30
AND FTE'S FOR FISCAL YEAR

FY:	Increase/Decrease			
	FTE's	On Board	FTE's	On Board
1984	5,582	5,638		
1985	5,382	5,457	-200	-181
1986	5,225	5,300	-157	-157
1987	5,097	5,176	-128	-124
1988	5,078	5,156	-19	-20
1989	5,003	5,080	-75	-76
1990	4,947	5,049	-56	-31
1991	4,848	4,931	-99	-118
1992	4,830	4,965	-18	34
1993	4,761	4,785	-69	-180

SUMMARY OF EMPLOYEES BY TYPE OF WORK--AS OF SEPTEMBER 30,

	1990	1991	1992	1993
White collar workers, including administrative, professional, technical, and clerical.....	2,442	2,345	2,371	2,292
Blue collar workers:				
Journeyman craftsmen:				
Printers.....	434	454	449	423
Bookbinders.....	131	131	121	119
Cylinder pressmen.....	6	15	15	15
Offset photographers.....	9	9	13	13
Offset platemaker strippers.....	49	49	57	53
Offset pressmen.....	57	58	54	56
Offset strippers.....	101	96	98	97
Subtotal.....	787	812	807	776
DIRM Telecom. Install/Repair.....	--	--	2	--
Engineering service craftsmen.....	132	134	136	143
Total journeymen craftsmen.....	919	946	945	919
Trainees.....	106	82	89	72
Printing plant workers.....	1,025	1,031	1,032	1,001
Bindery workers.....	75	62	59	56
Federal wage system.....	98	96	92	81
Premium rates.....	355	338	343	328
Under journeyman.....	29	31	34	36
Total blue collar workers.....	2,607	2,586	2,594	2,493
Total employees.....	5,049	4,931	4,965	4,785

SUMMARY OF EMPLOYEES BY ORGANIZATION

Executive Offices.....	120	109	109	102
Office of Administration.....	911	898	877	843
Procurement Services:				
Central Procurement.....	228	225	224	213
Regional Printing and Procurement.....	481	459	353	336
Materials Management Service.....	196	191	194	190
Quality Control and Technical Dept.....	39	38	37	36
Production Services:				
Production Department.....	1,829	1,831	1,979	1,921
Customer Services.....	279	268	245	232
Superintendent of Documents.....	966	912	947	912
Grand total.....	5,049	4,931	4,965	4,785

GOVERNMENT PRINTING OFFICE
ADMINISTRATIVE EXPENSES
(in thousands of dollars)

	FY 93	FY 94	FY 95
	ACTUAL	ESTIMATE	ESTIMATE
Calculation of Administrative Expenses:			
Object class 20 Series.....	719,993	761,581	796,182
Less:			
Rental Expenses.....	57	73	76
Programmatic, Mission-Essential Expenses.....	99,448	110,044	118,481
Reimbursable Expenses.....	618,850	649,799	675,889
Legally Mandated Expenses.....		33	152
Savings in Other Object Classes.....			
Administrative Expenses.....	1,638	1,632	1,584
Calculation of Maximum Administrative Expenses:			
Base Year (FY 93) Expenses.....		1,638	1,638
Adjusted for Inflation.....		44	48
Adjusted Base Year Expenses.....		1,682	1,686
Required Reduction.....		50	101
Maximum Administrative Expenses.....		1,632	1,584

GENERAL ACCOUNTING OFFICE

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Abbreviations

AAO	American Academy of Ophthalmology
ADAMHA	Alcohol, Drug Abuse and Mental Health Administration
ADATS	Air Defense Anti-tank System
ADFAS	Army and the Defense Finance and Accounting Service
ADP	Automated Data Processing
AID	Agency for International Development
AIDS	Acquired Immune Deficiency Syndrome
AIMD	Accounting and Information Management Division
AIP	Airport Improvement Program
ADJ	Administration of Justice
ASKS	Agriculture Stabilization and Conservation Service
ATF	Alcohol, Tobacco and Firearms
BA	Brooks Act
BATF	Bureau of Alcohol, Tobacco and Firearms
BIA	Bureau of Indian Affairs
BIF	Bank Insurance Fund
BOP	Federal Bureau of Prisons
CAA	Clean Air Act
CASB	Cost Accounting Standards Board
CBO	Congressional Budget Office
CFO	Chief Financial Officers Act
CG	Coast Guard
CHAMPUS	Civilian Health and Medical Program of the Uniformed Services
CHCS	Composite Health Care System
CIM	Corporate Information Management
COBRA	Cost of Base Realignment Action
CPE	Continuing Professional Education
CPSC	Consumer Product Safety Commission
CRADAS	Cooperative Research and Development Agreement
CRO	Civil Rights Office
CSA	Computer Security Act
DAFS	Department of Agriculture Forest Service
DBOF	Defense Business Operations Fund
DFAS	Defense Finance and Accounting Services
DOA	Department of Agriculture
DOC	Department of Commerce
DOD	Department of Defense
DOE	Department of Energy
DOJ	Department of Justice
DOT	Department of Transportation
DUF	Drug Use Forecasting
EC	European Community
EEO	Equal Employment Opportunity
EGSLP	Education's Guaranteed Student Loan Program
EO	European Office
EPA	Environmental Protection Agency
EPFEM	Environmental Protection and Federal Emergency Management
ERISA	Employee Retirement Income Security Act
ERMC	Environmental Restoration Management Contracting
FAA	Federal Aviation Administration
FASAB	Federal Accounting Standards Advisory Board

Abbreviations

FCIC	Federal Crop Insurance Corporation
FDA	Food and Drug Administration
FDIC	Federal Deposit Insurance Corporation
FEGLI	Federal Employees Group Life Insurance
FEHBA	Federal Employees Health Benefits Act
FEHBP	Federal Employees Health Benefits Program
FEO	Far East Office
FERS	Federal Employees Retirement System
FHLMC	Federal Home Loan Mortgage Corporation
FHA	Federal Housing Administration
FHA	Federal Housing Administration
FIA	Financial Integrity Act
FSA	Family Support Act
FSLIC	Federal Savings and Loan Insurance Corporation
FTS	Federal Telecommunications System
FY	Fiscal Year
FM	Freddie Mac
GAO	General Accounting Office
GATT	General Agreement on Tariff and Trade
GGD	General Government Division
GNMA	Government National Mortgage Association
GPO	Government Printing Office
GSE	Government-Sponsored Enterprise
GSA	General Services Administration
GS&C	General Services and Controller
HCFA	Health Care Financing Administration
HHS	Department of Health and Human Services
HIS	House Information Systems
HRD	Human Resources Division
HSSS	High School Senior Survey
HUD	Department of Housing and Urban Development
HVAC	Heating, ventilation, and air conditioning
ICBM	Intercontinental Ballistic Missile
IDB	Industrial Development Bonds
IDI	INTOSAI Development Initiative
IG	Inspector General
IMTEC	Information Management and Technology Division
INS	Immigration and Naturalization Service
ISTEA	Intermodal Surface Transportation Efficiency Act
INCOSAI	International Congress of Supreme Audit Institutions
INTERPOL	International Criminal Police Organization
INTOSAI	International Organization of Supreme Audit Institutions
IRM	Information Resource Management
IRS	Internal Revenue Service
ISTEA	Intermodal Surface Transportation Efficiency Act
JTPA	Job Training Partnership Act
JCAHO	Joint Committee on Accreditation of Hospitals
JFMP	Joint Financial Management Improvement Program
LAN	Local Area Network
MATS	Management and Assignment Tracking System

Abbreviations

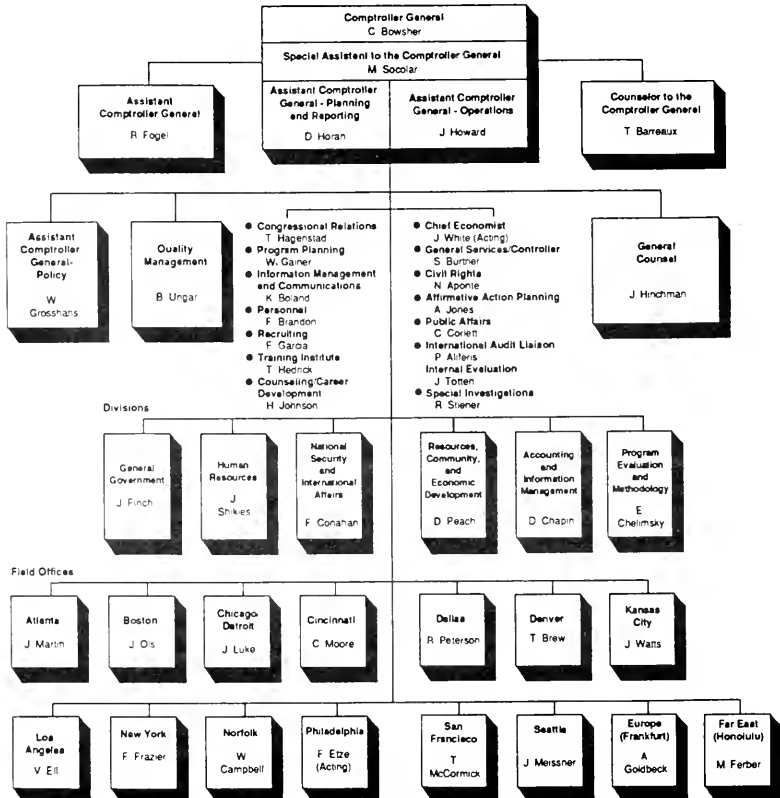
NAFTA	North American Free Trade Agreement
NARA	National Archives and Records Administration
NASA	National Aeronautics and Space Administration
NATO	North Atlantic Treaty Organization
NFC	National Finance Center
NHSDA	National Household Survey On Drug Abuse
NIH	National Institutes of Health
NLRB	National Labor Relations Board
NRC	Nuclear Regulatory Commission
NSIAD	National Security and International Affairs Division
OAAP	Office of Affirmative Action Plans
OBRA	Omnibus Budget Reconciliation Act of 1990
OCE	Office of the Chief Economist
OCG	Office of the Comptroller General
OGC	Office of the General Counsel
OIP	Operations Improvement Program
O&M	Operations and Maintenance
OMB	Office of Management and Budget
OPA	Office of Public Affairs
OPM	Office of Personnel Management
OSI	Office of Special Investigations
OSHA	Occupational Safety and Health Administration
PAQRS	Post-Assignment Quality Review System
PBGC	Pension Benefit Guaranty Corporation
PEMD	Program Evaluation of Methodology Division
PFP	Pay-for-Performance
PHS	Public Health Service
PRP	Potentially Responsible Parties
RBGH	Recombinant Bovine Growth Hormone
RSA	Rehabilitation Services Administration
RCED	Resources, Community, and Economic Development Division
REMIC	Real Estate Mortgage Investment Conduct
RTC	Resolution Trust Corporation
SDI	Strategic Defense Initiative
SEC	Security Exchange Commission
SES	Senior Executive Service
SRO	Single Room Occupancy
SSA	Social Security Administration
SBA	Small Business Administration
SBIR	Small Business Innovation Research
SSC	Superconducting Super Collider
TI	GAO Training Institute
TSCA	Toxic Substances Control Act
UNESCO	United Nations Educational, Scientific and Cultural Organization
USAF	United States Air Force
USC	United States Code
USDA	United States Department of Agriculture
USPS	United States Postal Service
VA	Department of Veterans Affairs
VAT	Value-Added Tax

Abbreviations

VR	Vocational Rehabilitation
WAN	Wide Area Networks
WIC	Women, Infant, and Children

United States General Accounting Office

GAO

Organization of the U.S.
General Accounting Office

Charles A. Bowsheer

Comptroller General of the United States

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OVERVIEW

GAO is currently in the process of transition. Until fiscal year 1993, GAO had been about the same size for the last 15 to 20 years and had sufficient funding for its operations. Since that time the agency has been faced with the challenge of reducing its size and absorbing large program reductions while still trying to maintain national and international audit coverage. This overview discusses briefly the effects of reductions on agency programs and operations and provides highlights of work accomplished this past year and the focus of work over the next 2 fiscal years.

Over the last 2 years, agency staffing has been reduced by 262 average positions, or by more than 5 percent, and the agency has been faced with a shrinking appropriation that has required reductions in GAO's nonsalary-related accounts by an average of 40 percent to absorb price-level changes and mandatory increases in salaries and benefits. Although the agency is committed to managing these reductions so they will not negatively impact work for the Congress, this commitment is becoming increasingly difficult.

Because about 74 percent of the agency's budget funds staff salaries and benefits, the only way to manage these and future reductions is to reduce staff. To manage effectively, GAO sought and obtained the authority to offer separation incentive payments to staff willing to retire or separate from the agency between October and December 31, 1993. Thus far about 350 staffers have signed up to leave. This action along with imposing a hiring freeze 2 years ago has allowed the agency to manage at reduced appropriation levels without having to furlough or conduct a reduction-in-force, actions that usually result in lower morale and productivity. These actions, however, have caused vacancies in key positions in such critical specialties as economists, statisticians, and ADP specialists. Because of funding constraints, audit staff are being required to perform work using outdated and inadequate equipment and are dealing with a severe shortage of funds for travel and consultant and contract services as well as training. For example, decreased travel funds have required that audit staff reduce the time spent on location gathering data, restrict the number of locations visited, and limit the number of audit team members traveling. This is of concern because of the potentially negative effect on the quality of program audits and other jobs due to inadequate review coverage.

Funding shortages have also delayed capital investments crucial to GAO's continued success. Specifically, the agency needs to continue progress toward the implementation of a computer network capability to allow it to manage a growing workload with a smaller staff. To do this, GAO needs additional funding for hardware, software, and systems support. Also, GAO needs to complete the removal of asbestos and subsequent space renovation of the GAO Building so staff currently located outside the main building can return at a substantial savings in rent. Delaying these projects will increase future costs.

Although GAO has absorbed some rather large budget reductions over the last 2 years, it has tried to minimize the effect on its congressional workload by continually seeking new and better ways to get the audit and evaluation work done. To ensure continued success, however, the agency needs funding for some capital investments that will achieve future savings. GAO has requested funding in fiscal year 1995 for these investments.

Fiscal Year 1993 Highlights

In fiscal year 1993, GAO issued 1,115 reports to the Congress, congressional committees, individual members, and agency officials. Sixty-five GAO staffers testified a total of 190 times at the request of the Congress on a variety of issues. GAO also issued 3,962 legal decisions and opinions. The agency also responded to requests for information on various issues confronting the Congress and helped gather information and analyze data for the Congress on a number of controversial and complex matters. For example, GAO did work in the following major issue areas during this past fiscal year:

- **Defense:** GAO reviewed the adequacy of DOD's and defense contractors' controls to prevent the improper use of government funds.
- **International affairs:** To assist the Congress in its deliberations on the North American Free Trade Agreement (NAFTA), GAO reported on such major issues as NAFTA's efforts to liberalize trade and investment in North America, the treatment of sensitive economic sectors, the rules to implement the agreement, and the potential economic effects.
- **Economic development:** GAO recommended that the Federal Emergency Management Agency (FEMA) establish a disaster unit to independently assess damage and estimate response needs following a catastrophe and that the President appoint a senior White House official to oversee FEMA and the federal response to disasters.
- **Financial management:** GAO revealed serious financial management problems in its first-ever financial statement audits of the IRS, U.S. Customs Service, and Education's Guaranteed Student Loan Program, which prompted these agencies to take a several actions to improve financial reporting and the quality of the underlying financial and program performance data.
- **Health care:** GAO provided significant contributions to the debate on health insurance reform as it relates to affordability and availability of health care.
- **Food and agriculture:** GAO recommended that Congress consider legislation to move the sugar industry towards a more open market and recommended changes in the peanut program to make it responsive to market forces.
- GAO also produced the transition series, a set of 28 reports, summarizing GAO's findings on major problems confronting federal agencies, as well as economic and management issues facing the Congress and the incoming Administration.

The national value of GAO's work continued to be demonstrated during this past year, and GAO recommendations issued in prior years continued to be implemented. This past fiscal year 1,574 recommendations made by GAO over the last 5 years were implemented. GAO issued 1,649 recommendations in fiscal year 1993 citing specific actions that the Congress and federal agencies could undertake within the next 4 years to improve government operations and reduce costs. During fiscal year 1993, GAO's work contributed to legislative and executive actions that yielded over \$14.5 billion in measurable financial benefits, or \$33 for every dollar appropriated for fiscal year 1993.

GAO work often contributes to legislative and executive actions that achieve significant financial benefits to the American taxpayer, as budget reductions, cost avoidance, appropriation deferrals, and revenue enhancements. Following are a few examples of important financial accomplishments achieved in response to GAO reviews recommendations, and information:

- The Congress reduced DOD's fiscal year 1993 funding by \$3 billion to eliminate excess inventory and encourage DOD to improve its inventory management practices.
- Health Care Financing Administration (HCFA) took actions to identify and recover mistaken payments owed to the Medicare program, which resulted in \$378.4 million in expected Medicare cost benefits.
- The Congress established a uranium enrichment decontamination and decommissioning fund to defray the cost of cleaning up aging uranium enrichment plants for cost benefits of \$793 million.
- The Congress amended the Higher Education Act to disallow administrative cost allowance payments to guaranty agencies for student loans that are never consummated; this amendment will result in estimated benefits of \$13.9 million.

- In response to information on DOD's information management systems and internal controls, the Congress reduced DOD's fiscal year 1993 budget request by approximately \$1.1 billion.
- The Congress raised the maximum penalties for violations of workplace safety and health regulations and child labor laws, which will result in \$198 million in increased government revenues.

In addition, 190 GAO recommendations adopted in fiscal year 1993 achieved significant nonmonetary accomplishments that led to substantive improvements in government operations, such as the following:

- The Congress enacted legislation that precludes Medicaid state programs from establishing long-term care insurance projects that could increase Medicaid costs.
- Increased consumer protection and regulation of the financial services industries has improved the financial system and its regulatory structure to protect the American public.
- GAO provided important objective data to the Congress concerning personnel management issues and problems confronting DOD and the services as DOD continues to downsize and plan for the future.
- GAO's report on legislative and administrative options for improving workers' safety and health led to a comprehensive reexamination of the Occupational Safety and Health Administration's (OSHA) authorizing legislation.
- GAO's findings on the serious financial problems threatening efforts to protect the nation's drinking water supplies prompted the Environmental Protection Agency (EPA) to designate the drinking water program as a material weakness in its Financial Integrity Act (FIA) report.

GAO's high-risk reports identified the fundamental causes of problems in 17 high-dollar value programs that are especially vulnerable to fraud, waste, and abuse and recommended solutions to the Congress and executive branch administrators. Throughout this past fiscal year, GAO again spent considerable time and resources studying and reporting on management at federal agencies. GAO work in this area focused on ensuring that major government programs complied with laws and regulations and that government funds were spent legally and were accounted for accurately. GAO recommendations issued during this period reemphasized the critical need for changes in policies, procedures, and management structures of major government programs necessary to better achieve desired program results and/or achieve congressionally mandated objectives at lower costs.

Program areas that GAO has continued to scrutinize include:

- specific federal law enforcement initiatives related to violence, drugs, juvenile delinquency, and undesired immigration;
- the guaranteed student loan program;
- the processing and payment of Medicare claims; and
- contractor oversight and related practices at the Department of Defense, Department of Energy, and NASA.

GAO is committed to planning its work, in response to congressional concerns and fulfilling its mission by effectively, using the current authorized level of staff resources.

The Focus of GAO Work in Fiscal Years 1994 and 1995

To optimize its usefulness to the Congress, GAO is placing a strong emphasis on addressing issues the Congress is likely to confront in the next several years. As a part of its planning process, the agency consults broadly with congressional Members and staff as well as with a wide spectrum of government and private experts. GAO's work over the next 2 years will focus on such issues as:

- the soundness of the nation's financial institutions and markets and the adequacy of the industry's regulatory structure;
- the efficiency, the effectiveness, the fairness and the integrity of the tax system;
- the stability and the effectiveness of national income security programs;
- the quality and the financing of educating and training the nation's population;
- health care reform and the structure, the efficiency, the effectiveness, and the quality of care of federal health care programs;
- DOD's proposed reforms, including size and acquisition strategies;
- the reauthorization of several major environmental statutes, including clean water, hazardous and solid waste, Superfund, and the Toxic Substances Control Act; and
- sound financial management practices, including the usefulness of financial reporting in government corporations and major federal agencies.

To effectively use the current level of staff resources to respond in a timely manner to major issues of high congressional and national concern, continue work in areas where long-standing problems involving billions of dollars are at stake, and to analyze and evaluate the effectiveness of federal programs, GAO will require additional funding.

Fiscal Year 1995 Appropriation Request

For fiscal year 1995, GAO is requesting \$458,591,000, a net increase of \$27,776,000 or 6.4 percent more than appropriated for fiscal year 1994 (\$430,815,000). The agency needs \$29,030,000 to cover inflation and mandatory cost increases for personnel compensation and salary-related benefits, including cost-of-living adjustments, promotions, locality pay, and in-grade increases. In addition, \$13,193,000 is needed to continue progress on two major initiatives—technology modernization and asbestos removal and renovation of the GAO Building. Specifically, this additional funding will permit the (1) continued phase-in of a Local and wide-area network in GAO and installation of modern telecommunications equipment to improve staff communications and reduce dependence on travel expenditures; (2) upgrading of GAO's microcomputer inventory to maximize productivity in these times of significant staff reductions; and (3) continuation of asbestos abatement, equipment upgrades, alterations, maintenance, repairs and renovation of the GAO Building. These funding increases are being off-set by a reduction of 200 average positions and the funding to support these positions (\$14,447,000).

Changing Mission and Growing Work Load

Since fiscal year 1983, GAO's audit and evaluation work, which is divided into 36 issue areas, has experienced a dramatic increase in the number of congressional requests and mandates and in the percentage of staff resources devoted to that work. Prior to World War II, GAO's primary role involved

checking the accuracy, the legality, and the support for federal vouchers. As the needs of the Congress for audits, program evaluations, and policy analyses have grown and shifted over the past four decades, GAO has changed to meet those needs.

Today, most of GAO's staff resources are spent either auditing federal financial activities or evaluating the efficiency, the economy, and the effectiveness of federal programs in the executive branch pursuant to statutory requirements or at the request of congressional committees and members. In addition to laws modifying or expanding GAO's overall mission, numerous provisions in other laws have directed GAO to undertake specific audits or reviews or have given GAO new authority to examine agency activities previously off limits, such as those of the Federal Bureau of Investigation (FBI), the Internal Revenue Service (IRS), and the Federal Reserve System. Moreover, numerous other GAO studies have also been directed over the years as a result of congressional committee reports or have been requested by committee chairs, ranking minority members, or individual Senators and Representatives.

The continued congressional reliance on GAO for accurate, objective analyses in support of its deliberations on important decisions facing the nation has corresponded proportionally, over the years, to the actual increase in direct assistance provided by GAO to the Congress. Today, as in recent years, more than 80 percent of GAO's work is done at the specific request of the Congress, compared with 57 percent in fiscal year 1985. During fiscal year 1993, 1,483 Congressional assignments were completed. To meet its congressional workload, GAO is constantly redirecting resources and seeking ways to increase productivity. An example is GAO's efforts to use total quality management to improve its operations and make the work environment more rewarding and productive for its employees.

Measurable and Nonmeasurable Financial
Benefits Reported in Fiscal Year 1993 Resulting
From GAO Work and Products Issued

Much of GAO's work results in recommendations to the Congress and federal agencies on needed improvements in the management and the efficiency of government operations and programs. In fiscal year 1993, GAO made 1,649 such recommendations.

Each year, the Congress's and the federal agencies' response to GAO's recommendations result in billions of dollars in financial benefits. In 1993, GAO contributed to legislative and executive branch actions that resulted in \$14.5 billion in measurable benefits. These benefits, summarized in table 1, range from budget reductions by the Congress and the executive branch to more effective use of funds for more pressing needs.

Table 1: Measurable Financial Benefits Reported in Fiscal Year 1993
(Dollars in millions)

	<u>Period of Accomplishment</u>			
	<u>Prior FY's</u>	<u>FY 1993</u>	<u>Future FY's</u>	<u>Total</u>
<u>Total</u>	\$757.6	\$7,828.4		\$8,586.0
<u>By category</u>				
Measurable budgetary benefits	79.5	1,709.9	4,153.5	5,942.9
Other measurable benefits	837.1	9,538.3	4,153.5	14,529.0 ¹

¹Totals may not add due to rounding.

Table 2: Financial Benefits Attributable to the Work of GAO in Fiscal Year 1993 by Issue Area/Area of Interest (dollars in millions)

<u>Issue Area/Area of Interest</u>	<u>Measurable financial benefits amounts</u>
Administration of justice	\$259.3
Federal management issues	26.2
Government business operations	95.5
Income security	444.0
Medicare/Medicaid	457.4
Federal health care delivery	77.3
Education and employment	651.8
Military operations and capability	1,132.4
Systems development & production	4,217.4
Defense & NASA management ^{2/}	2,983.9
International affairs	186.0
Energy and science	1,205.7
Food and agriculture	35.1
Transportation	201.2
Natural resources management	208.0
Environmental protection	54.2
Defense audits	1,054.8
Information management and technology	905.3
Other divisional work	<u>333.4</u>
Total	\$14,529.0 ^{3/} =====

Considering the critical fiscal problems facing the government, GAO's work contributed to legislative branch and executive branch actions that result in budgetary reductions and greater efficiency. Sources of these benefits were diverse including inventory reductions from the Department of Defense's budget (almost \$3 billion), establishing a fund for decommissioning nuclear plants (\$792 million), and the Health Care Financing Administration's recovery of mistaken payments (\$378 million).

In addition to these measurable benefits, GAO contributed to other significant improvements in government operations. These benefits are not easily measurable in terms of dollars. Examples include improving the Internal Revenue Service's strategic management processes, protecting investors from security fraud, improving the Resolution Trust Corporation's asset management systems, and improving financial management at a number of agencies.

²Includes measurable accomplishments of approximately \$988 million involving inventory management which are also attributable to the Military Operations Capability issue area.

³Totals may not add due to rounding.

Fiscal Year 1993 Accomplishments and Agency
Plans and Objectives

Planning GAO Issue Area Work

GAO's primary goal is to serve the Congress's need for accurate, objective, and timely information. Issue area plans, each covering from 2 to 4 years, help ensure that individual assignments focus on congressional needs and that resources are well allocated. These plans are reviewed annually and revised if needed.

Highlights of GAO work accomplished this past year, as well as planned GAO work in 35 issue areas and areas of interest, are discussed in detail below, as well as agency plans to emphasize certain work. Attachments A and B of this overview summarize the resources planned for use in each issue area during fiscal years 1994 and 1995.

Financial Institutions and Markets

GAO's work this past year influenced corrective action in the laws, the regulations, and the practices of banks, thrifts, securities firms, insurance companies, and other financial market participants. GAO reported on such diverse areas as

- the financial condition of various segments of the industry;
- vulnerabilities in the financial services system, such as risks involved in automated systems;
- defects in the effectiveness of regulatory programs;
- implications of federal policies that prescribe the legal authorities for various segments of the financial services industry; and
- implications of the industry's increasing internationalization.

GAO provided information, objective analysis, recommendations, and options on aspects of modernizing or reforming current market structures. GAO continued to address safety, consumer protection, and regulatory burden issues. GAO worked to preserve past improvements in regulatory authority and capital and accounting rules that reduce taxpayer exposure to losses from failed banks. GAO bolstered its involvement with the issues of state insurance regulation and worked to improve this industry's regulation and policyholders' protection. GAO's work helped to reduce investor exposure to fraudulent activities by expanding data available to investors about broker-dealers' past disciplinary actions and arbitration award records. GAO's work also resulted in adopting formal standards for examining branch offices of penny stock broker-dealers in all districts, thereby improving the ability of regulators to detect fraudulent sales practices.

GAO will, during the next few years, continue to focus on changes in the financial services industry. Banks, savings and loan institutions, investment banking firms, and insurance companies previously offered different sets of products and services. Financial institutions are rapidly evolving into a single industry in which all sectors compete with each other. In turn, this industry must compete in an international market. Integration, consolidation, and internationalization trends in the industry resulting from competition, technological change, and deregulation have raised serious questions about the continuing soundness of our nation's financial institutions and markets as well as the adequacy of the regulatory structure to deal with this industry. Throughout the next few years, GAO will continue the work required to provide the Congress with the information it needs to make decisions for the rapidly changing financial services industry.

International Trade, Finance, and Competitiveness

GAO provided information that helped the Congress assess such critical issues as:

- the progress on agricultural trade;
- the implementation of the United States-Canada Free Trade Agreement;
- issues affecting investment in the petroleum sector;
- intellectual property rights;
- the developments in United States-Chilean trade;
- the prospects for East European energy;
- the business environment in the United States, Japan, and Germany;
- export promotion;
- funding foreign bank examinations;
- advertising and promoting U.S. cigarettes in Asian countries;
- the role of the U.S. Export-Import Bank;
- the costs of export credit programs;
- U.S.-Mexico trade; and
- the recent developments in foreign exchange markets.

The collapse of the Soviet bloc has shifted national priorities from defense to economic concerns. Economic performance will establish America's place in the world as it moves into the 21st century. The focus of GAO's work in the next few years will be on America's competitiveness -- the nation's ability to sustain a rising standard of living for its citizens in a complex world economy. America's competitiveness will determine how successful this nation will be in the new global economy. International trade and finance policy will be important determinants of America's success. Trade regimes, access to and development of foreign resources and markets, and competitiveness of U.S. goods and services in the integrated world marketplace are key to our long-term economical health. GAO has reviewed and reported on several of these issues over the past year to help gauge the impact of events and the need for policy and management changes.

Tax Policy and Administration

GAO's work in this area this past fiscal year has provided information and analysis to increase compliance with the country's tax laws, improve the Internal Revenue Service's (IRS) collection of delinquent taxes, promote more effective and equitable tax policies and incentives, simplify the tax laws to ease taxpayer burden, and improve IRS' ability to manage its tax administration activities.

GAO recommended various ways the IRS could improve voluntary compliance by rethinking its enforcement approach, thereby ensuring more reliable data with which to effectively target compliance efforts. IRS audits indicate that individuals overstated their real estate tax deductions by an estimated \$1.5 billion in 1988, resulting in nearly \$700 million in federal income tax loss for 1988 and 1989. GAO recommended several

ways to better distinguish real estate fees properly deductible from taxable income as opposed to those which are not deductible. The IRS had taken a reactive approach to overseeing tax-exempt bonds, which resulted in over \$20 billion in foregone revenues annually. GAO recommended that the IRS redirect its enforcement program to test current market compliance with tax-exempt bond requirements and make better use of information collected from bond issuers. GAO also recommended that IRS not abandon a long-used compliance measurement program until it developed a suitable substitute. GAO recommended, and the IRS agreed, that the IRS start requiring corporations to report their accumulated net operating losses from past tax years, which are used to offset taxable income in other tax years. Having this information will improve revenue estimates as well as the IRS' compliance programs.

In recent years, the IRS has put more emphasis on collecting delinquent taxes, but the results have not been encouraging. Several factors, such as inadequate records, an antiquated and inefficient collection process, and ineffective staff allocation practices, have hindered the IRS' collection efforts. GAO studied private sector and state collection techniques and suggested several ways the IRS could restructure its collection processes. GAO also recommended that the IRS develop a plan to better deploy its collection staff to maximize the assessment and collection of taxes.

In 1993, GAO provided much information to the Congress on the costs and benefits associated with tax policies and incentives. For several years, a federal value-added tax (VAT) has been discussed as an option that the United States might use to reduce the budget deficit, reform the current tax system, and/or fund new programs. GAO's study of a basic VAT informed the Congress on issues and costs that would be involved in its administration. GAO also provided analysis and data to the Congress that was used to amend the section 936 tax credit to reduce federal revenue losses while responding to Puerto Rican government concerns. Additionally, GAO supplied information used by the Congress in its analysis of taxes paid by foreign-controlled corporations as opposed to those paid by U.S.-controlled corporations. In another report to the Congress, GAO discussed the advantages and disadvantages of replacing the corporate income tax with a broad-based consumption tax.

To simplify the tax system, GAO identified several changes that would reduce taxpayer burden. GAO reviewed certain commonly used IRS forms, publications, and notices and noted ways to improve their clarity and usefulness to taxpayers. GAO concluded that the rules for claiming dependent exemptions are too complex and too burdensome for many taxpayers to comply and suggested that the test for the dependency claim be simplified. GAO testified that the earned income tax credit has been the source of more taxpayer mistakes than any other individual income tax provision. GAO recommended that the IRS eliminate a complex schedule it currently uses to administer this program and instead modify its tax return forms to collect the necessary data.

GAO commented on issues related to the general management of the IRS, notably, on the progress of the Tax Systems Modernization project. GAO reported that the IRS has been slower than expected in completing steps vital to successful modernization, such as planning for its business reorganization, developing detailed security and telecommunications requirements, and addressing human resource implications. One new system that the IRS has implemented is electronic filing. Although electronic filing provides important benefits to the IRS and taxpayers, only about 12 percent of all individual income tax returns were filed electronically in 1993 because the IRS marketed this program primarily to preparers. GAO recommended that the IRS redirect its marketing focus to attract other segments of the population. GAO also assessed IRS' controls to prevent electronic filing fraud and recommended implementing more controls.

GAO's work in this area in fiscal year 1993 resulted in significant financial benefits. Congress enacted legislation requiring the Federal Deposit Insurance Corporation (FDIC) and the Resolution Trust Corporation (RTC) to file information returns to report debts that they forgive, a legislative provision that the Joint Committee on Taxation estimates will generate \$484 million over 5 years. Congress used GAO reports on the tax benefits realized by pharmaceutical companies operating in Puerto Rico and the section 936 tax credit for U.S. subsidiaries operating there to redesign this credit to reduce federal revenue losses. It is estimated that these revisions will increase revenues by \$3.75 billion over 5 years. In addition, information GAO provided helped the Congress negotiate statutory changes to diesel motor fuel excise taxes and revise tax law to allow amortization of certain purchased intangible assets over 15 years and to require expanded

reporting on seller-financed mortgages. These changes are estimated to increase revenues by \$3.65 billion over 5 years. Future GAO work in this area will be directed at helping the Congress, the Department of the Treasury, and the IRS enhance the overall efficiency, effectiveness, fairness, and integrity of the tax system. GAO will focus on policy and administration questions as they relate to business, individual, and international tax issues as well as the issues of taxpayer assistance, returns processing and tax systems modernization, and other aspects of IRS management.

Administration of Justice

During fiscal year 1993, GAO issued reports on prison boot camps and the Bureau of Prisons' (BOP) inmate release plans. The boot camp report provided eligibility and other data on 57 boot camp programs in 26 states, plus the new federal program. This report has been used by officials in several states to evaluate expansion or establishment of boot camp programs as well as by the Congress to consider expanding the federal program. In response to GAO's report on BOP's inmate release plans, which showed that inmates with medical and other special needs were being released without timely notification of the federal courts' Probation and Pretrial Services Division, BOP has worked with this Division to improve its release planning and notification. GAO also provided the Congress with a detailed profile of BOP's inmate population for use in considering BOP's expansion needs and the changing nature of its inmate population.

Following recommendations on federal prison design and construction costs, such as increasing the use of 2-person cells, the BOP has implemented policy changes that resulted in avoiding construction cost of \$88 million in fiscal year 1993 and \$170 million in fiscal year 1994. These one-time construction benefits do not reflect the continuing benefits that BOP will realize because it will not incur operating costs for facilities it would have otherwise built. Generally, BOP estimates operating costs are about 15 to 20 times the cost of construction over a facility's useful life. GAO is continuing work on the status of BOP's expansion plans and the availability and costs of federal intermediate sanctions—criminal penalties, such as boot camps or electronic detention that are more severe than probation but less severe than a prison sentence.

During fiscal year 1993, GAO completed an assessment of government efforts to effectively pursue the war on drugs. A comprehensive capping report incorporating extensive work from the Administration of Justice issue area as well as work from several other GAO divisions was issued on September 29, 1993. While it is now too early to assess this work's effect, hearings concerning the reauthorization of the Office of National Drug Control Policy seemed to indicate that our findings will play a major role in shaping that office's future efforts.

Significant improvements in the operations of the Bureau of Alcohol, Tobacco and Firearms (ATF) have been achieved again this fiscal year as a result of GAO's efforts. Management of firearms dealers' compliance inspections has been enhanced as a result of a GAO recommendation to randomly select and inspect dealer licensees to obtain statistically valid data that would be useful for targeting future compliance inspections. ATF has also improved how it processes and issues some firearms dealers' licenses and its reporting accuracy on the timeliness with which it meets a statutorily mandated requirement for licenses issuances.

The Judicial Conference of the United States agreed to provide the Congress with more detailed information on its request for additional judgeships, as recommended in our January 1993 report. During fiscal year 1994, GAO is continuing work on the causes of growth in the federal Defenders Service budget as well as a review of the operations of the Administrative Office of the U.S. Courts. GAO is also examining the proportion of assets in bankruptcy cases that are used for professional fees. GAO continues to provide annual support to the House and Senate Appropriations Committees for their review of Justice Department and Judiciary budgets.

GAO's work with the Immigration and Naturalization Service (INS) in fiscal year 1992 resulted in significant cost savings over the next 2 years. Almost \$2.5 million in potential expenditures were avoided based on GAO's recommendation to adopt a statistical method for INS employer compliance inspections which resulted in substantially reducing the number of inspections.

A major part of GAO's future work will involve a multifaceted study of how the Department of Justice, U.S. Attorneys Office, and several federal investigative agencies, including the Federal Bureau of Investigation and the Drug Enforcement Administration, set law enforcement priorities, allocate resources, and measure performance. GAO's work also will focus on specific federal law enforcement initiatives related to violence, drugs, juvenile delinquency, and undesired immigration. The federal judiciary and corrections' systems ability to meet increasing demands will be assessed as well. Finally, GAO plans to make a specific crosscutting effort to find areas for cost avoidance and revenue enhancement.

Federal Management Issues

In fiscal year 1993, GAO continued to focus its work on the need for agencies to work with congressional and other stakeholders to define their missions and desired program outcomes, to develop measures of their program performance, and to align their management and administrative support functions to support program results. GAO assisted the Senate Committee on Governmental Affairs in drafting the performance measurement legislation that became the Government Performance and Results Act. Since that legislation has been enacted, GAO has met with agency officials in several forums to explain the requirements of the Act, program performance measurement, and the implications for program management and audit and evaluation efforts.

GAO also continued to closely monitor the progress of Census Bureau plans for the 2000 census and provided testimony to the Congress so that it might better understand and influence the critical early decisions that determine the cost and accuracy of the next census. Finally, GAO issued several reports and testimonies on economic statistical issues.

Over the next year, the Federal Management Group will direct its efforts toward (1) fostering agencies' efforts to build effective, results-oriented organizations through a variety of mechanisms including effective implementation of the Government Performance and Results Act; (2) improving the quality, reliability, timeliness, and cost-effectiveness of the nation's major statistical data series; (3) building congressional constituencies for federal management and statistical policy issues; and (4) facilitating and coordinating GAO-wide work devoted to improving agency and program management through general management review work and assessments of the National Performance Review.

Human Resources Management Issues

GAO's work in 1993 contributed to measurable cost benefits and program improvements in the area of federal human resources management. Specifically, this work has contributed to \$5.5 million for fiscal year 1993 in administrative cost reduction in health service carriers' fees in the Office of Personnel Management (OPM). GAO also helped ensure that payments to reemployed Foreign Service retirees complied with the income ceiling set by law. GAO was a determining factor in increasing the public's assurance that the information federal judges and judicial personnel provide in financial disclosure reports complies with applicable laws and regulations. GAO also provided information and recommendations to the Congress, the Equal Employment Opportunity Commission (EEOC), and agencies on underrepresentation and barriers to the progress of women and minorities. EEOC plans to incorporate our recommendations into governmentwide guidance.

Providing congressional decision-makers necessary information and analysis to address critical human resource management issues will be an important challenge for GAO's Federal Human Resource Management issue area in coming years. Major economic, demographic, and political changes are occurring which will significantly reshape federal management practices. These changes include (1) significantly downsizing the federal work force in both defense and civilian agencies, (2) reinventing the public service to be more efficient and customer oriented, (3) moving toward a more culturally diverse work force that better reflects national demographic trends, (4) flattening and streamlining organizational

structures in federal agencies, (5) reemphasizing the importance of ethics and integrity in government, and (6) finding new ways to successfully recruit and retain the best and the brightest in the public service. Throughout its work, GAO will continue looking for opportunities to achieve dollar savings.

Government Business Operations

As a result of 13 GAO reports, the RTC will realize approximately \$49 million in monetary benefits related to improvements in its operations. In addition, action taken by the General Services Administration (GSA) in response to GAO's report on their depot operations will result in approximately \$56 million in cost avoidance for the government. During the next few years, GAO's work in government business operations will focus on the full range of the asset management activities of GSA, RTC, and the Postal Service.

At GSA, for example, GAO will examine and report on the government's construction and lease management activities as well as a variety of issues related to disposing excess real property. At RTC, GAO will continue to focus on improving the contracting and contractor oversight activities of the Corporation as well as the efficiency and effectiveness of its asset disposition programs. In addition, GAO will examine how adequately the Federal Deposit Insurance Corporation is prepared to absorb responsibility for RTC activities when RTC closes down. Finally, at the Postal Service, GAO will continue to look at issues related to customer service and labor management relations. In addition, GAO will begin a series of new efforts related to revenue protection, automation, and the future role of the Postal Service.

Income Security

During fiscal year 1993, GAO's work contributed significantly to legislative and executive actions that will result in future financial benefits and improvements to program operations. For example, GAO proposed several major internal control improvements and program changes that were acted on in fiscal year 1993 and will result in monetary benefits of \$444 million. The actions taken (1) increased federal agencies' use of timely and accurate death data to avoid erroneous payments (\$98 million); (2) reduced VA pension payments to veterans' surviving spouses who are in Medicaid-supported nursing homes (\$254 million); (3) developed and implemented new procedures for collecting pension insurance premiums, penalties, and interest (\$20 million); and (4) set better sampling criteria for reviewing Disability Insurance awards (\$72 million).

GAO's work has influenced congressional decision-making and effected such important policy and program administration changes as follows:

- GAO's high-risk report and many other reports and testimonies on Pension Benefit Guarantee Corporation redirected congressional attention to underfunding, a major focus of current pension reform proposals. Also, in regards to the District of Columbia's pension plan, GAO disclosed that billions of dollars in liability are not funded;
- GAO's evaluations and policy analyses of key welfare reform issues helped the Congress and Health and Human Services (HHS) oversee state progress in implementing the Family Support Act and contributed to the continuing debates on welfare reform and self-sufficiency;
- Through GAO testimonies and reports, GAO highlighted public service issues that the federal government, and the Social Security Administration (SSA) in particular, will face in the next decade. In addition, a major study for the House Majority Leader on recent trends in state and local finances was the subject of hearings on the implications of pending welfare and health care reform for state and local governments;
- GAO's series of reports and testimonies helped the Congress reauthorize and better administer the Older Americans Act resulting in, among other actions, legislation that gives the Commissioner, Administration on Aging, authority to approve states funding formulas and withhold federal financing if

states do not comply with federal formula guidelines. GAO's work also laid the groundwork for examining new ways to consider financing and delivering long-term care services to elderly and disabled people.

GAO's review of state and local fiscal trends and some of the work mentioned above pertaining to the Older Americans Act was performed by staff formerly assigned to GAO's Human Services Policy and Management issue area, which was disbanded at the end of fiscal year 1993. Subsequent work in these areas will be the responsibility of staff within the division's income security area.

The changing economy and shifts in demographic trends have severely taxed income security programs, often designed decades ago. As a result, GAO will allocate its resources across the following six new income security issues—four which focus on redesign to substantially improve programs and two which focus on the core of good government.

<u>Issues</u>	<u>Objectives</u>
<u>Promoting self-sufficiency:</u>	To increase families' self-sufficiency, strengthen family functioning, and reduce future generations' dependence on government assistance.
<u>Redesigning disability programs:</u>	To evaluate social programs for the disabled and to propose program modifications, where necessary, to better target program resources.
<u>Assuring adequate retirement benefits:</u>	To prepare the Congress to deal with the effects of economic and demographic shifts on retiree benefits.
<u>Providing long-term care:</u>	To assist the Congress in rethinking long-term care from a social services perspective and to identify approaches that achieve program flexibility while preserving accountability.
<u>Improving service to the public:</u>	To improve the quality of services provided to the public, as measured against their expectations.
<u>Preventing inefficiency and waste:</u>	To protect government funds from waste and abuse and to reduce risk of losses from government pension insurance program.

Health Financing and Policy

In fiscal year 1993, the Health Care Financing Administration (HCFA) acted on GAO recommendations to identify and recover mistaken payments owed to the Medicare program. GAO found that hospitals serving Medicare beneficiaries owed the program millions of dollars in refunds. Because Medicare contractors lacked the necessary internal controls, amounts owed were not identified or promptly recovered. HCFA actions to identify and recover these amounts resulted in \$378.4 million in expected Medicare program benefits. Additionally, GAO influenced Medicaid legislation or policy in three areas: (1) the Congress enacted legislation that precludes Medicaid state programs from establishing long-term care insurance projects that could increase program costs; (2) the Congress chose not to amend legislation that reduced drug prices to state Medicaid programs; and (3) HCFA directed Oregon to submit better evidence that access and quality would not diminish under a proposed revision of its Medicaid program.

GAO also issued several reports dealing with a broad range of Medicare and Medicaid payment issues. In regards to the Medicare program, GAO issued reports recommending that HCFA reduce Medicare's fee schedule for clinical diagnostic laboratory services, equalize Medicare payment rates for anesthesia services whether anesthesiologists directly furnish the service or certified registered nurse anesthetists furnish it, and shift some supply items used by Medicare patients in their homes to a different fee schedule category. GAO's reports have already led to program changes that will accomplish significant program cost avoidance. Moreover, in the Medicaid program, GAO's two reports on the disproportionate share program highlighted issues associated with the distribution of funds to participating hospitals and contributed to legislative changes. In addition, GAO's study of the Medicaid formula for distributing funds to states (completed by staff formerly assigned to GAO's Human Services Policy and Management issue area) is being used by Members of the Congress during deliberations on health care reform issues.

Federal Health Care Delivery

GAO's recommendations and analyses continued to help the Congress improve the cost effectiveness of Department of Defense (DOD) and the Department of Veterans Affairs (VA) health care systems and the quality of care provided federal beneficiaries. In fiscal year 1993, GAO provided reports, briefings, and testimony on a wide variety of health issues, such as the following:

- the implementation of a locality based pay system for VA nurses;
- VA's use of medical specialists contracts at its medical centers;
- the enforcement of federal ethics requirements at VA medical centers;
- improvements to VA's outpatient care eligibility and rationing decisions and more consistent access to treatment for all eligible veterans;
- quality of care issues at VA's Salem, Virginia medical center;
- improvements HHS could make to the HEALTHPASS program to provide greater outreach to the eligible Medicaid population; and
- the need for DOD's Civilian Health and Medical Program of the Uniformed Services (CHAMPUS) to adopt stronger controls to prevent fraud, waste, and abuse by providers of psychiatric care including inappropriate and unnecessary care, and duplicate and erroneous payments.

GAO also completed a study of VA's human resources management planning, which was described by department officials as a "road map" for improving their planning efforts. This study was performed by staff formerly assigned to the Human Services Policy and Management issue group.

Because much of GAO's work results from congressional requests and is closely aligned to the committees' legislative agendas, GAO plays a substantive role in legislative developments and agency actions. In this regard, GAO reported on problems in VA's site selection in northern California and east central Florida that would increase construction and operating costs. VA changed both site selections to pursue joint ventures with the Air Force. GAO's report on physician payment reform influenced the Congress to give DOD authority to pay Medicare rates to physicians providing services under CHAMPUS. GAO also reported and testified on the potential effect that health care reform might have on VA and DOD health care systems. For example, GAO reported on the future demand for VA health care services as a result of universal health coverage and the need for VA to limit major construction projects until more is known about VA's role in future health care delivery. GAO also reported on DOD's implementation of a managed care system, recommending an alternative benefits package, financing structure, and management improvements.

Future work will continue to focus on the effectiveness with which VA, DOD, and HHS carry out their responsibilities to provide high-quality health care to federal beneficiaries. Due to pressures placed on the nation's health care system by a variety of cost containment measures, GAO will increasingly focus on helping the Congress improve the structure, efficiency, effectiveness, and quality of care in federal health care programs.

National and Public Health

The federal government is the guardian of the public health. Among its functions in this role are funding research; support for educating and training health professionals; surveillance of contagious diseases; overseeing food and drugs; providing block grants to states for mental health services, drug and alcohol programs, and maternal and child health services; and providing health care services to underserved areas and population groups. The U.S. Public Health Service (PHS), through its numerous administrations and agencies, carries out most of these tasks.

GAO's work has made a significant contribution to the debate on health insurance reform as it relates to affordability and availability of health care. GAO issued reports that drew on the lessons of various approaches now being used to address rising health care costs. GAO's reviews of German health care reform and of superior access and cost containment in Rochester, New York, suggest that universal access to health insurance is an achievable goal entailing changes in the government's role, the structure of the health finance system, and the financial responsibilities of individuals and employers. GAO's continuing work on the German system will provide lessons to U.S. policy makers as they debate issues similar to the ones with which the German government is now dealing: global budgeting, physician supply, financing equity, and others.

Last year, GAO also issued reports that had an immediate impact on the programs of the PHS. The report on the National Organ Transplant Program contained recommendations that have been incorporated in legislation reauthorizing the program. GAO's report recommending improvements in the representation of women in pharmaceutical clinical trials led to changes in Food and Drug Administration (FDA) requirements while GAO's work on the regulation of hospital sterilants unearthed serious problems in FDA regulatory procedures that FDA is now addressing. In response to a previous GAO report recommendation to examine the cost effectiveness of other early intervention programs like Women, Infant, and Children (WIC), the Center for Disease Control began a study in fiscal year 1993 to estimate the cost savings of childhood immunization programs.

GAO's work on the nation's drug abuse problem, Acquired Immune Deficiency Syndrome (AIDS), and youth violence had a significant impact on the debates over strategies to control the spread of AIDS among drug addicts and decrease incidents of youth violence. GAO's review of studies of the effect of needle exchange programs for intravenous drug users has been widely cited and used by professionals and public health officials around the country. In addition, the Department of Justice's Office of Juvenile Justice and Delinquency Prevention is using our testimony on federal actions to reduce youth violence to plan a comprehensive approach to address this escalating crisis. GAO's testimony and review of the cost effectiveness of the WIC program mentioned above were performed by staff formerly assigned to GAO's Human Services Policy and Management issue group.

Education and Employment

During fiscal year 1993, GAO's work contributed significantly to legislation and improvements in key Education and Labor Department areas, such as education reform, higher education, work force competitiveness, and program management. GAO's work has also resulted in significant monetary benefits.

In the area of education reform, GAO's work in elementary and secondary education played an integral part in the debate on key federal efforts to improve the nation's schools. GAO's report and testimony on systemwide school reform were used by Congressional Members and staff when the Congress debated how to redirect federal education efforts from seeking only to ensure access and remediation for at-risk students to improving the nation's education system for all students. Likewise, GAO's report on the funds allocation formula for the Chapter 1 program--the single largest federal elementary and secondary education program--provided a reasoned, objective look at one of the most contentious issues facing the 103rd Congress. In addition, GAO's analysis of Census data showing changes in demographics of schoolage children in the last decade provided objective information relative to not only federal fund allocation but also to the challenges schools face today, such as increasing poverty. Numerous Members of Congress and their staffs requested and received briefings on these studies.

On the basis of GAO's work, the Congress made major revisions in the Carl D. Perkins Vocational Education Act, such as revisions improving allocation of program funds and increasing access to program improvement activities. The Congress also required the Department of the Interior's Bureau of Indian Affairs (BIA) to develop a plan to overcome deficiencies in identifying and providing services to handicapped Indian preschool students. After reviewing the plan, the Congress reassigned BIA's responsibilities to the states and tribes and has provided the tribes with the funding BIA had been receiving to provide these services.

GAO's work on the Rehabilitation Services Administrations's (RSA) guidance to states regarding the Order of Selection provision of the Rehabilitation Act of 1973 resulted in several key agency changes. That provision requires states to give priority to serving individuals with the most severe disabilities when states do not have enough resources to serve all eligible applicants. In response to our recommendations, RSA developed and issued new Order of Selection policy and guidance to state rehabilitation agencies. RSA also plans to monitor state Order of Selection implementation decisions and is collecting and disseminating information about various states' successful implementation of Order of Selection procedures.

In the area of higher education, GAO's work contributed significantly to many important changes made through the recently completed 1993 Budget Reconciliation Act (P.L. 103-66) and to the Higher Education Act of 1965--the key legislation responsible for providing financial assistance to postsecondary students. For example, during congressional deliberations about potential expansion of the Direct Student Loan demonstration program, GAO focused attention on the Department of Education's problems in administering the Guaranteed Student Loan program and questioned the Department's ability to concurrently operate two major student loan programs. GAO's concerns contributed to the debate and a compromise proposal to phase in a limited direct lending program over 5 years in lieu of full implementation. In addition, a number of cost reduction changes were made to the Guaranteed Student Loan program, such as requiring that the proceeds for parents' loans be disbursed in more than one installment during the school year, implementing risk-sharing for lenders and guaranty agencies, and eliminating the minimum interest rate yield lenders can make when financing their loan portfolio with tax exempt securities. Congressional Budget Office (CBO) estimated that these kinds of changes could save more than \$1 billion over 4 years.

In the area of work force competitiveness, information from GAO's work on the current 'nonsystem' of federally-funded employment and training programs--150 programs in 14 departments and independent agencies with \$24 billion in fiscal year 1993 funding--is being used to address the need to streamline our nation's systems to assist the unemployed. GAO, among others, has stated that a national employment training strategy is needed, and the administration appears to be moving in this direction. An administration proposal to combine several programs to assist dislocated workers and develop one-stop career centers draws heavily on GAO's work. GAO's work on the Employment Service and the Unemployment Insurance system has likewise raised the issues of whether some of the nation's principal programs were designed for a different era and whether their role needs to be reevaluated.

A series of GAO studies addressing the needs of the nation's youth to guide and facilitate their movement from school into the work force has helped the Congress and the administration focus on this issue. GAO found that, even though American high schools direct most of their resources toward preparing students for college, few incoming high school freshmen—about 15 percent—go on to graduate and obtain a 4-year college degree within 6 years of leaving high school. A substantial number of the remaining 85 percent wander between different education and employment experiences, many seemingly ill prepared for the workplace. GAO's latest report on comprehensive school-to-work transition strategies has had a significant impact on the administration's proposal to foster state and local school-to-work opportunities.

GAO's work on the Job Training Partnership Act (JTPA) provided the impetus for the Congress to enact major revisions to the legislation in 1992. These revisions should begin to better target services; eliminate abuses in on-the-job training contracts; improve program evaluation, oversight, and data collection; increase services for older workers; improve federal monitoring of racial and gender bias in services provided to participants; and result in an estimated \$150 million in monetary benefits.

In the area of departmental program management, the Congress (prompted in part by our reports and testimony) raised the maximum penalties for violations of workplace safety and health regulations and child labor laws. GAO believes these increases will provide a more effective deterrent to potential violators. In addition, these changes will result in \$198 million in increased government revenues in fiscal year 1993.

GAO's work in the education area also resulted in completing a major management review of the Department of Education. This review was performed by staff formerly assigned to GAO's Human Services Policy and Management issue area. The Secretary of Education and other top Department managers found GAO's report and prior briefings on the underlying work to be very useful in planning important changes to improve the effectiveness of the Department.

GAO's report on legislative and administrative options for improving workers' safety and health led to a comprehensive reexamination of the Occupational Safety and Health Administration's (OSHA) authorizing legislation. Senate and House legislators drew heavily on the options GAO identified and incorporated most of them in bills that were introduced in the last two sessions of the Congress.

In the post-cold-war period, a nation's security will be increasingly tied to its ability to achieve overall levels of productivity that can sustain a rising standard of living for its people in a complex world economy. With an increasingly competitive global marketplace serving as the backdrop, the Clinton administration faces great challenges in the education and employment training arenas. The U.S. educational system has not kept pace with the demands of a changing economy. International competition, rapid technological innovations, and workplace restructuring are dislocating workers and shifting the demands for workers' skills. There are longstanding managerial problems at the Department of Education and a myriad of uncoordinated Department of Labor programs.

To produce high-quality products and services that are competitive in a global economy, the nation must have a highly skilled work force. During fiscal years 1994 and 1995, GAO's work will focus on the quality and financing of educating and training the nation's population, beginning with preschool through the secondary grades and continuing through college, including basic and remedial education, vocational and occupational skills training, and education for the handicapped. GAO's work will also focus on employment-related programs and policies affecting the nation's work force, such as improving transitions to employment by labor force entrants and workers dislocated from their previous jobs; enforcing regulations intended to provide safe and healthful workplaces, fair compensations for work performed, and protection against employment discrimination; and providing leadership in encouraging productive labor-management relations.

National Security Analysis

In fiscal year 1993, significant assignments focused on the affordability of Navy carrier battle groups, the Air Force's plans to build force projection composite wings, the DOD's Mobility Requirements Study, the Army's criteria for selecting reserve units for inactivation, issues related to the reduction of military personnel in Europe, and an assessment of the Joint Chiefs of Staff review of military services' roles and functions. Because DOD has become a major player in the war on drugs, GAO also assessed DOD's use of its intelligence assets to support the drug law enforcement community.

During fiscal years 1994 and 1995, GAO will review the military services' effectiveness and efficiency in managing the downsizing of their forces and adjusting their forces, strategies, and doctrine in response to the changing threat and the force structure decisions reflected in DOD's bottom-up review. For example, GAO plans to assess DOD's role in peacekeeping operations and efforts to restructure the reserves. GAO also plan to assess the potential for reducing the military services' overlap in key combat functions, particularly those functions involving aviation assets. A major focus of GAO's work in the intelligence area will be to assess the effectiveness of the administration's efforts to reorganize and streamline intelligence programs and activities.

Military Operations and Capabilities

During fiscal year 1993, GAO completed critical reviews of operational issues pertaining to the Gulf War in which GAO identified improvements needed in the areas of deployment transportation systems, medical readiness, training, and use of reserve personnel. Other important reviews identified improvements underway and still required to make military training and logistical support to military operations more efficient and cost effective. GAO also provided important objective data to the Congress concerning personnel management issues and problems confronting DOD and the services as they continue to downsize and plan for the future. GAO's review of the services' operation and maintenance (O&M) budget requests for fiscal year 1994 yielded potential reductions and rescissions of about \$6.7 billion.

GAO's work in fiscal year 1994 will focus on assessing DOD plans and programs to support peacetime operating requirements while maintaining the capability to meet the range of likely operating contingencies and maintain balanced operational funding for O&M, military construction, and personnel budgets. GAO's overarching emphasis will be on identifying readiness indicators and providing the Congress with an independent assessment of DOD's ability to avoid a "hollow force."

Acquisition Policy, Technology, and Competitiveness

During fiscal year 1993, GAO continued to highlight the inadequacies of DOD's and defense contractors' controls to protect against improper use of government funds. For example, GAO identified examples of defense contractors' charging the taxpayers for overhead costs that federal regulations do not allow. In addition, GAO made numerous recommendations that, if effectively implemented, could provide millions of dollars in financial benefits. For example, GAO's report on DOD operational test and evaluation, pointed out that substantial cost reductions could be realized by consolidating existing testing facilities and recommended actions to achieve consolidation.

In fiscal year 1994, GAO will increase its emphasis on ensuring that as DOD reduces its forces, the defense industrial base is efficiently and effectively restructured. GAO will examine key industrial base activities and the effectiveness of plans to spend \$20 billion over the next 5 years on conversion from defense to civilian uses. GAO will also examine DOD policies and practices to ensure that as efforts to enhance U.S. competitiveness are promoted, critical defense technologies are adequately protected. DOD continues to propose reforms of the defense acquisition system. GAO will increase its efforts to evaluate these proposals to ensure that they will achieve the benefits intended at reasonable costs. GAO will also review DOD contracting practices to ensure that they adequately protect the taxpayer against fraud, waste, and abuse.

Systems Development and Production

Critical assignments in fiscal year 1993 focused on evaluating the requirements for and the economy, efficiency, and effectiveness of planned acquisitions of major air, sea, ground, space, missile, electronic warfare, and command, control, communication, and intelligence systems. These systems included aircraft such as the B-2 bomber, F-22, C-17 airlifter, Apache and heavy equipment transporter; DDG-51 (ship); medium tactical vehicles; Milstar (satellite system); Tri-Service Standoff Attack Missile; Advanced Cruise Missile; and the Airborne Self-Protection Jammer. In addition to assisting the Appropriation and Armed Services Committees, GAO analyzed the fiscal year 1994 Procurement and Research, Development, Testing, and Evaluation budgets. GAO identified potential financial benefits of about \$5 billion.

Ongoing and planned work will provide additional information and analysis on the justification and acquisition process of key weapon systems. For example, GAO will review the justifications and acquisition plans for the B-1B modifications and other aircraft, such as the C-17, F/A-18E/F, F-14 modifications, Comanche Longbow, and the next generation submarine and the cost, schedule, and performance of the B-2, C-17, and other areas, such as ballistic missile defense subsystems, unmanned aerial vehicle programs, and the Advanced Infrared Countermeasures Program.

Defense Management and NASA

In fiscal year 1993, the key issues GAO examined included reducing the defense infrastructure and excess inventory; identifying opportunities for cost avoidance and greater management efficiencies through new processes and management practices; quantifying portions of DOD's unfunded liabilities, such as environmental cleanup; and improving National Aeronautics and Space Administration (NASA) management in the areas of program affordability and contracting. GAO's efforts led the Congress to reduce DOD's fiscal 1993 funding by \$3 billion in order to eliminate excess inventory and encourage DOD to improve its inventory management practices, which GAO continues to monitor.

GAO's work in fiscal year 1994 will focus on how effectively DOD reengineers and streamlines its operations to fit the reduced and realigned force structure. In addition, as DOD's budget decreases, it will face increased spending in such areas as environmental cleanup of bases being closed and the destruction of chemical weapons. A key to managing these emerging, potentially high-cost areas will be in defining the overall costs, alternative management and technology strategies, and proactive steps to avoid similar problems. GAO will also continue to look at ways to change DOD's existing management practices, procedures, and culture to overcome long-standing problems and achieve cost benefits. In reviewing NASA, GAO's efforts will continue to focus on affordability and contract issues; the improvement of NASA's project and program management; the identification of opportunities to optimize NASA/DOD operations; and the review of major NASA projects, such as the space station.

International Affairs

Key reviews in fiscal year 1993 focused on the changes needed to redirect and better manage foreign affairs programs and priorities and on the provision of increased oversight of foreign assistance program expenditures. Specific assignments included a comprehensive analysis of the Agency for International Development's management of economic assistance resources and assessments of the future direction of U.S. assistance, the proposed consolidation of Radio Free Europe/Radio Liberty and the Voice of America, U.N. peacekeeping operations in Cambodia and Somalia, management improvements in international organizations, the Nunn-Lugar funding for arms control efforts in the former Soviet Union, and the U.S.-Israeli Arrow antitactical ballistic missile program.

Future work will continue to focus on the effectiveness of foreign affairs institutions and functions in addressing post-Cold-War foreign policy priorities. GAO will evaluate the roles and functions of the State Department and the U.S. Information Agency and review democratization programs. Other key reviews will include assessments of strategies for targeting foreign assistance, the role of private and voluntary

organizations in delivering assistance, U.S. concerns about the proliferation of nuclear weapons in China, U.S. efforts to assist the republics of the former Soviet Union in their arms control efforts, and the management and coordination of assistance to the former East bloc states.

Energy and Science

Dramatic changes on both the national and international scene--the end of the cold-war; new mandates to clean up and restore, rather than continue to build, a nuclear weapons complex; worldwide concerns about nuclear proliferation; passage of the Energy Policy Act of 1992; and the advent of an administration focused on improving our economy through the application of science and technology initiatives--have shifted the mission and posed new and significant challenges for the Department of Energy (DOE) as well as other science and technology-oriented agencies, such as the Department of Commerce. As a result, the main thrust of GAO's work in this area during the past year has been to address issues relevant to these concerns as reflected in requests from the Congress.

GAO continued, for example, work on a broad range of issues related to DOE's management of its large complex of nuclear weapons production facilities and laboratories. Among other things, this work played an important role in DOE's recent decision to adjust its plans for consolidating its nonnuclear facilities. In the area of cleanup, GAO recommended that DOE (1) improve its \$50 billion vitrification program at the Hanford Site, (2) implement cost-effective improvements in well drilling and ground water monitoring that could reduce cost by over \$100 million, and (3) improve its environmental restoration management contracting (EMC) and cleanup contractor indemnification approaches. GAO also continued to address the issue of improving the safety and health of cleanup workers.

Regarding international nuclear safety and nonproliferation, GAO's recent report on Cuba's nuclear reactors focused attention on the problems with the reactors and the potential harm to the United States from fallout from an accident, leading to closer monitoring by the State Department and a better informed Congress. Similarly, GAO pointed out the strengths and weaknesses in developing the international nuclear convention for congressional consideration and soon will report on the impact of the millions of dollars being spent on reactor safety in Eastern European and former Soviet Union countries. Concerning the nonproliferation issue, GAO's report on Japan's sea shipment of plutonium identified policy questions that the Congress will have to address as it considers the renewal of bilateral nuclear agreements. GAO's report on the International Atomic Energy Agency's safeguards and safety programs pointed out areas that need to be strengthened in both programs.

GAO also continued to probe DOE's management and oversight of its contractors, who operate the weapons complex and other facilities at a cost of over \$16 billion annually. Recommendations have ranged from suggesting better ways to administer contractor bonuses to reducing the number of nonstandard clauses allowing contractors to escape certain kinds of oversight. GAO also recommended ways for DOE to improve its information resources management, and GAO's ongoing management review is highlighting additional reform measures to improve overall contractor accountability.

GAO's work on DOE's Yucca Mountain repository project identified both policy and management issues that need to be addressed and prompted subcommittee chairmen, the Western Governors' Association, and the Nevada congressional delegation to call for an independent policy and management review of the disposal program.

GAO's work has produced \$1.2 billion in cost avoidance from the following:

- canceling a radioactive pretreatment facility that failed to comply with existing environmental regulations;
- establishing a uranium enrichment decontamination and decommissioning fund to defray the cost of cleaning up aging uranium enrichment plants;

- reducing DOE's 1993 budget by excess uncosted obligations (fund obligated by DOE to its prime contractors but not spent); and
- recovering unallowable grant expenditures.

Billions of dollars in new revenues or cost avoidance are expected in the near term. For example, based on its own review of uncosted obligations, DOE cut its fiscal year 1994 budget submission by over \$1 billion. Finally, GAO reports and testimony disclosing that the Superconducting Super Collider was over budget, behind schedule, and unlikely to receive significant foreign support contributed prominently in Congress's decision to terminate funding for the \$11 billion-plus program.

GAO also provided the Congress with a comprehensive analysis of how oil prices are established and affected during shock and nonshock periods—which should help in understanding and dealing with any future oil price shocks—and it assessed other nations' policies for reducing oil and coal use in the transportation and industrial sectors. In addition, GAO has continued to report on federal efforts to promote the use of natural gas, alternative motor fuels, and clean coal technologies, each of which has major implications regarding the energy choices the Congress makes and their environmental consequences.

In the area of science and technology, GAO's work on the Small Business Innovation Research (SBIR) program was instrumental in congressional action leading to reauthorization and expansion of this multiagency program, but with more emphasis on commercialization in the private sector. GAO's work also (1) alerted the Congress about potential conflicts of interest at universities and other organizations carrying out federal research activities, (2) highlighted the poor conditions of federal laboratories and the need to consolidate or eliminate some facilities, and (3) pointed out that agency procedures used in awarding cooperative research and development agreements (CRADA) were often too time consuming and cumbersome.

In fiscal years 1994 and 1995, GAO expects to continue to look at (1) DOE's efforts to downsize and clean up its nuclear weapons complex, (2) DOE and Nuclear Regulatory Commission's (NRC) controls over nuclear materials and technologies, and (3) DOE's management of the nuclear waste disposal program. GAO also expects to be called on to continue to monitor various aspects of DOE's oversight of its many operations and maintenance contractors and to oversee implementation of many of the new mandates for DOE included in the Energy Policy Act of 1992, such as fostering greater energy conservation and promoting alternative fueled vehicles and renewable energy sources.

In the science and technology area—where both the Congress and this administration are emphasizing programs to help improve the nation's ability to compete in an increasingly competitive global environment—GAO plans to review various industry-oriented programs that have been recently expanded, such as the multiagency Small Business Innovation Research (SBIR) program, and Commerce's Advanced Technology and Manufacturing Technology Centers Programs. In addition, GAO will continue its work at federal laboratories and on the government's role in promoting technology transfer.

Food and Agriculture

Since the 1990 Farm Bill, GAO has contributed to a body of work that has resulted in (1) the Congress and United States Department of Agriculture (USDA) focusing on the need to restructure and reorganize that department, (2) several legislative and administrative changes in agricultural commodity programs, (3) improvements in the administration of disaster assistance and crop insurance programs, (4) savings by freezing enrollment in a conservation program, and (5) efforts to reduce illegal school milk bid-rigging contracts by dairies. In 1993, congressional committees made extensive use of GAO work and several program changes resulted in more effective use of federal food and agriculture funds.

In a series of reports on the management and structure of USDA, GAO identified structural problems that, if addressed, could lead to greater efficiency, effectiveness, and cost savings. USDA is actively pursuing restructuring and streamlining initiatives. In September 1993, the Secretary announced a plan to restructure USDA, reducing the number of agencies from 42 to 30. Consistent with GAO findings, recommendations, and followup activities, this restructuring includes consolidating three farm agencies into a single Farm Service Agency to better use information technology and support USDA's farm mission. Also consistent with GAO work, the Secretary plans to streamline the existing USDA field structure by eliminating at least 1,300 field offices. But the fundamental problem remains: How to revitalize USDA so it is efficient and effective into the 21st century. To achieve this goal, the Congress and the administration need to develop a consensus on USDA's missions. The Secretary's recent restructuring provides a framework for this, but a comprehensive mission reassessment must follow. The administration estimates that streamlining and restructuring USDA headquarters and field structure will save over \$2.3 billion over the next 5 years.

GAO's work in the agricultural commodity programs--wool and mohair, honey, and peanuts--contributed to the phasing out of some farm subsidies and to the debate for additional reform legislation. GAO's review of the wool and mohair program, contributed to the Congress's decision to phase out the program by reducing subsidy payments 25 percent in 1994 and another 25 percent in 1995. This action is expected to save taxpayers \$190 million a year. In GAO's work on the honey program, GAO found that the program was costly to the government. As a result of GAO's recommendations, the Congress eliminated program funding in 1994. This action bans all payments and loans to producers for at least one year--at a projected savings of about \$16 million. In GAO's review of the peanut program, we recommend changes to make the program responsive to market forces. GAO reported that the program has provided substantial benefits to a relatively small number of producers. Also, GAO reported that the program (1) adds, on average, \$300 million to \$500 million each year to consumers' costs of buying peanuts, (2) costs USDA over \$34 million a year to operate, and (3) causes government agencies like USDA to continually pay more to buy peanuts for various food assistance programs. GAO recommended that the Congress restructure the peanut program, providing a period of transition to allow producers time to adjust. In partial response to GAO's report, the Congress plans to have USDA draft legislation that permits the agency to purchase peanuts for its food assistance programs at the world market price. Once enacted, this legislation could save taxpayers about \$14 million a year.

GAO's analyses of Disaster Assistance and Crop Insurance programs contributed to administrative corrections and to the ongoing debate for reform legislation. In administering disaster assistance for nonprogram crops, GAO reported to USDA a number of disaster payment errors found in four states caused by administrative mistakes in calculating crop yields and/or payment rates. In response to GAO's findings, USDA's state offices made payment adjustments totalling over \$1 million. Overpayment and underpayment adjustments to farmers resulted in a one-time net budgetary savings valued at \$94,000. More importantly, because disaster payments are based on historical crop yields and payment rate data, USDA's action to correct the errors should result in more accurate payments in the future. In the crop insurance area, GAO looked at alternatives to federal crop insurance. Since the Congress expanded the insurance program in 1980, GAO reported on problems that contributed to unplanned losses totalling \$2.6 billion and averaging \$217 million annually. GAO reported this the program faced serious insurability and design problems and assisted a congressional committee staff in developing an approach to reduce losses. GAO outlined 18 alternatives for achieving savings and provided estimated savings for specific alternatives. GAO's work contributed to the Senate proposal in the Budget Reconciliation Act of 1993 requiring that the Federal Crop Insurance Corporation (FCIC) "achieve, no later than October 1, 1995, an overall loss ratio of not greater than 1.1 [down from a historical 1.4]." CBO has estimated savings of \$501 million, with a gradual phase in--\$14 million in fiscal year 1994, \$56 million in fiscal year 1995, \$98 million in 1996, \$143 million in fiscal year 1997, and \$190 million in fiscal year 1998. In addition, the Congress is requiring the FCIC to develop and publish a blueprint of its specific plan to achieve the reduced loss ratio.

GAO advised a congressional committee that the 36 million-acre Conservation Reserve Program is an expensive program (\$20 billion) with uncertain cost-effectiveness. GAO reported that the program is an expensive way to reduce the environmental problems linked to agricultural production and that not much is known about the value of the program's environmental benefits. In response, Congress froze new

enrollments in the program in fiscal year 1994. GAO estimates that by freezing new enrollments, taxpayers will save \$35 million starting in fiscal year 1995 and estimates total budgetary avoidance of over \$680 million by fiscal year 2004.

As a result of GAO's work on illegal bid-rigging on school milk contracts by dairies, GAO recommended that the Department of Justice and USDA establish a systematic process to share information on their investigations of bid-rigging and that more aggressive action be taken to suspend or debar companies and individuals guilty of bid-rigging from participating in school milk contracts. In 1993, Justice began sending its monthly investigations reports to USDA and the two departments agreed to institute a more formalized procedure for sharing information to ensure that suspected incidences of bid-rigging on school milk contracts are reported by USDA and local school system employees. Also, USDA began debarment proceedings against a dairy for illegal school milk contract bid-rigging activity—the first debarment action in the department's history. USDA is also planning to debar other dairy companies that are guilty of illegal bid-rigging of school milk contracts.

In fiscal years 1994 and 1995, GAO's work will become solution-oriented by focusing on options to reorient U.S. food and agricultural programs to better respond to a changing world and the potential government role in making this transition. Major food and agriculture issues facing the 103rd Congress are (1) revitalizing the U.S. Department of Agriculture; (2) moving toward global, market-oriented agricultural programs; (3) reorienting rural development policy; and (4) revamping food safety, quality, and assistance. GAO will be analyzing these issues as part of our work on preparing for the 1995 farm bill debate.

Transportation

Transportation facilities, services, and activities are critical not only to the everyday movement of people and goods but to the nation's economic growth and its ability to compete globally. GAO's transportation-related work, which has increasingly emphasized the transportation sector's international and intermodal aspects, has contributed significantly to many actions that the Congress and the Department of Transportation (DOT) have taken over the years to improve transportation safety and the efficiency and effectiveness of transportation policies and programs.

During the past year, GAO continued to direct attention to strengthening aviation, rail, marine, highway, and pipeline safety. As a result of GAO's work, the Federal Aviation Administration (FAA) completed all required air taxi inspections during fiscal year 1992, issued guidance on the surveillance of financially distressed airlines, established a tracking system for individuals who contributed to emergency revocations of carrier operating certificates, and issued guidance to improve the airline self-audit and safety violation reporting programs; the Congress enacted legislation requiring regulations for using instrumented devices (smart pigs) for pipeline safety inspections and prohibiting the abandonment of vessels in the nation's waterways; DOT expanded its regulation of hazardous materials to include marine pollutants in bulk containers; and the Federal Highway Administration developed an action plan to improve the timeliness of its compliance reviews for motor carriers.

The Congress and DOT also used GAO's work to make more cost-effective use of transportation dollars. For example, FAA revised acquisition policies for new air traffic control systems to emphasize the need for a thorough mission analysis; Coast Guard established formal training requirements for its major systems acquisition managers; the Maritime Administration improved its management controls over repossessed vessels; and the Federal Transit Administration issued clear guidance on intercity bus activities that are eligible for rural transit grants. Additionally, the Congress extended a 2.5 cent portion of the gasoline tax and redirected the revenues from the General Fund to the Highway Trust Fund to cover the solvency problem that GAO had projected.

GAO's transportation-related work contributed about \$200 million in budgetary and other monetary benefits in the last year. Included were (1) Appropriations Committee funding reductions of \$183.7 million for 19 projects under FAA's Facilities and Equipment request and \$12.8 million for Coast Guard's Marine Safety

Network-related activities; (2) termination of a planned \$4.3 million Coast Guard housing project; and (3) assessment of \$369,000 in financial penalties for violations of consumer notice regulations by nine major airlines.

In fiscal years 1994 and 1995, GAO will continue to address the wide range of challenges facing the transportation sector, particularly at a time when severe fiscal constraints require increased reliance on private resources and more efficient use of public resources to meet transportation needs. Strong emphasis will be maintained on preserving the nation's investment in public transportation facilities and promoting the cost-effective addition of system capacity in all transportation modes.

In the aviation area, GAO plans to review FAA's development and implementation of new air traffic control systems—including satellite-based systems—in its \$33 billion modernization plan; progress in reforming the agency's acquisition management; the need to create a public corporation for air traffic control; FAA's use of Airport Improvement Program (AIP) funds (nearly \$2 billion annually) for safety, capacity, security, and noise mitigation projects; and the need for congressional action to restructure the AIP.

In surface transportation, GAO will complete the Intermodal Surface Transportation Efficiency Act (ISTEA) mandate; continue to review the solvency of the Highway Trust Fund; examine contracting strategies, intelligent vehicle/highway systems, and management systems that promote innovation; examine changes to federal, state, and local governments' roles in highway and transit program implementation in the post-ISTEA era; and continue to assess the impact on transportation investment decision-making of other national goals, such as improved mobility for the disabled, clean air, and energy conservation. Also, GAO will review the Coast Guard's justification of operating expenses and its enforcement of claims and penalties; the cost of cargo preference laws; DOT management of research and development activities; universities' use of transportation research and development funds; assessments levied on industries by the various modes; and the financial viability of Amtrak.

GAO's transportation safety work will assess DOT's progress in implementing legislative mandates relating to seat belts, data base improvements, pipeline safety, and hazardous materials; the transportation safety impacts of the North American Free Trade Agreement; progress in developing new railroad track safety standards and eliminating hazardous rail/highway crossings; and the trucking industry's "volunteer" vehicle recall program. GAO will continue to monitor FAA's program to assess foreign country compliance with safety standards and the status of international standards for aircraft operations and maintenance. GAO also plans to address issues raised by the administration's economic recovery plan, which would force FAA to hold the number of controllers, inspectors, and maintenance technicians constant. Finally, GAO will review the transferability of safety initiatives among transportation modes.

In the areas of consumer protection and telecommunications, GAO will continue looking at the impacts of deregulation by reviewing air fares at concentrated airports, trucking undercharges, and charter bus regulations. Finally, GAO will address cellular phone health risks along with important issues arising from the development of information superhighways, including issues of ownership, financing, beneficiaries, and regulation and the technology's ability to minimize detrimental energy and environmental impacts through the use of telecommuting and satellite offices.

Housing and Community Development

There is increasing recognition that the economic and social viability of the nation as a whole depends on healthy neighborhoods and cities. Housing and community development programs have generally not responded to the need for an integrated approach to revitalize communities. The focus of GAO's work in the housing and community development area has been driven by increased congressional attention to serving the housing needs of economically disadvantaged citizens and revitalizing distressed communities.

Accordingly, during the past year GAO's attention in the housing area focused on assessing federal strategies for meeting the housing needs of low- and moderate-income households, identifying opportunities for better targeting and leveraging of available resources to help more Americans obtain affordable housing,

evaluating the financial soundness of federal home mortgage assistance programs, and clarifying eligibility criteria for homelessness assistance program participation. In the community development area, GAO addressed the need to improve the federal response strategy to catastrophic disasters, increase the effectiveness of small business development program delivery, and reexamine the benefits of tax-exempt development bonds.

In the low-income rental housing area, GAO reported that the Department of Housing and Urban Development's (HUD) inventory of multifamily housing units was rapidly increasing due to (1) an overly restrictive law that requires HUD to sell property with long-term rental assistance and (2) the absence of adequate funding to pay for such assistance. GAO found that the result was disposition gridlock and that HUD was forced to manage and rehabilitate projects, tasks that it is not well organized or staffed to execute. GAO also found that property holding costs are substantial, costing HUD about \$254 million a year. As a result of GAO's testimony on these issues, the Secretary of HUD proposed legislation calling for a series of improvements including revising the statutory restrictions on the use of rental assistance as well as making the current disposition process more flexible. HUD estimates that, if enacted, the legislation will eliminate \$1.6 billion in rental assistance over the next 5 years.

In response to GAO's recommendation, the Federal Housing Administration (FHA) has entered into new risk-sharing demonstration programs with state and local finance agencies to increase the supply of affordable multifamily rental housing. Similar programs are planned with major financial institutions. In response to GAO's conclusion that governmental budget cutbacks were making it increasingly difficult for public housing authorities to obtain mandated support services (i.e., job training and educational programs) for their residents, in order to promote family self-sufficiency, the Congress relaxed its mandated requirements in cases where support services were not available. In addition, GAO's work on Farmers Home Administration's multifamily housing program resulted in that agency strengthening its guidelines on incentives and increasing the amount of equity required of developers from 3 to 5 percent making \$11 million more available each year to construct housing for low income rural Americans.

GAO's work improved two HUD homelessness assistance programs, clarified HUD's criteria for those eligible to receive homelessness assistance, and provided input to major external policy groups. Acting on GAO's recommendations, HUD (1) identified and required grantees to collect information essential to proper evaluation of a program that funds transitional housing facilities; (2) made it easier for owners of subsidized single room occupancy (SRO) facilities to fill vacancies; (3) strengthened oversight to ensure that SRO projects are financially sound and open on time; and (4) issued new program eligibility guidelines to field offices and grant applicants that more specifically defined key terms subject to inconsistent interpretations.

In the mortgage assistance program area, GAO's work contributed to HUD's decision to increase Government National Mortgage Association's (GNMA) staffing levels to allow GNMA to offer a Real Estate Mortgage Investment Conduit (REMIC), a type of mortgage-backed security which could lower interest rates for FHA and VA borrowers. The conference agreement on the Omnibus Budget Reconciliation Act of 1993 estimated that GNMA's REMICs would save \$730 million over 5 years.

In January and February 1993, the U.S. Attorney indicted three real estate developers for allegedly defrauding the Federal Home Loan Mortgage Corporation (Freddie Mac) of \$18 million in refinancing apartment building mortgages. GAO first uncovered the scheme in a 1991 review of the Federal Home Loan Mortgage Corporation's multifamily housing mortgage program and referred the matter to the U.S. Attorney for criminal prosecution. That report documented how landlords provided false information to inflate the value of their multifamily properties. In addition, GAO's report on the VA's Home Loan Guaranty Program concluded that appropriations made to finance VA's housing program may be overestimated. GAO's recommendations, if implemented, have the potential to reduce the budget deficit by about \$300 million.

In the community and economic development area, GAO reported that the public benefits achieved by the issuance of tax-exempt industrial development bond (IDBs) is unclear. The federal government forgoes about \$2 billion annually in tax revenues so state and local governments can issue IDBs for the construction and/or expansion of manufacturing facilities. GAO's work demonstrated that IDBs do not achieve the public benefits claimed by supporters, such as helping start-up companies. The IDB tax provision expired

June 30, 1992, and our report stated that the Congress should consider not enacting new proposed legislation to extend the provision. Final congressional action is still pending but the Joint Committee on Taxation estimated that the federal government will save \$230 million over the next 5 years if the IDB provision is not extended. In the small business area, GAO also identified ways that Small Business Administration (SBA) can improve its minority business development program and contributed to legislative changes that lead to the financial restructuring of the Small Business Investment company program.

GAO will continue to assist the Congress in addressing the broad range of housing and community development challenges in fiscal year 1994 and fiscal year 1995. In the low-income housing area, GAO will pursue improvements to HUD's management and rehabilitation of HUD-held properties to identify more cost-effective strategies for rehabilitation and disposition. GAO will begin work to determine how HUD can substantially reinvent the way it provides rental assistance to the very low-income families that reside in public housing. GAO plans to assess how well the Government-Sponsored Enterprises (GSE) are meeting the 1992 legislated affordable housing goals. As mandated by the Housing and Community Development Act of 1992, GAO will monitor and evaluate FHA's implementation of the credit enhancement demonstration programs for affordable multifamily housing.

In the mortgage assistance area, GAO will continue monitoring the financial soundness of FHA's Mutual Mortgage Insurance Fund and will examine the impact of policy changes, in borrower downpayment requirements and fees for example, on the financial condition of the VA Home Loan Guaranty Program.

GAO will place considerable emphasis on strengthening federal efforts to assist revitalization of distressed communities, such as programs supporting commercial investment and housing rehabilitation and/or new construction. GAO's future work in this area expects to identify attributes of public-private partnerships that have made progress in revitalizing distressed neighborhoods and to examine the barriers to their success. GAO plans to refocus its small business work on the contributions of small business loans, loan guarantees, and surety bonding to promote community development. GAO will also respond to congressional interest in reviewing the governmentwide strategy for long-term disaster recovery efforts.

GAO will also begin a series of assignments examining the effectiveness of HUD management by focusing on how the agency as a whole can achieve its mission and how HUD's high-risk programs might reduce their vulnerability to fraud, waste, and mismanagement.

Environmental Protection

Over the last 20 years, the nation has spent \$1 trillion to comply with environmental protection mandates. By the end of this decade, the United States will spend almost \$160 billion each year to protect the environment. Despite this investment and the resulting improvements, many environmental problems persist. At the same time, the federal budget deficit has resulted in an operating budget for the Environmental Protection Agency (EPA) that has remained relatively constant over the past 20 years. Yet the agency's responsibilities for new mandates and strengthened requirements of existing regulations have increased significantly. As a result, EPA has relied heavily on states and local governments to implement and monitor environmental regulations. However, these governments also face budget constraints that limit their ability to meet these responsibilities. For example, GAO has pointed out that state and local financing problems threaten the safety of the nation's drinking water program.

GAO's environmental protection work has focused on achieving environmental goals at the lowest possible cost by identifying opportunities for EPA to target limited resources to programs that pose the highest health and environmental risks, by ensuring that programs are run cost effectively, and by supplementing traditional command and control regulations with market incentives. For example, GAO reported that carefully designed pollution taxes—levied on pollution emissions or on harmful products or substances—in some cases could be an alternative to regulations and would raise revenues to invest in other environmental protection measures.

GAO's work on the Superfund program recommended ways to improve recovery of costs from parties responsible for causing the environmental damage. In a 1993 report, GAO found that EPA had a low record of cost recovery, was not measuring the success of its negotiations with responsible parties, and was not documenting reasons for important negotiation decisions, such as settlements for less than the full cleanup cost. GAO recommended that the Congress permit EPA to recover greater amounts of interest and require it to measure how well it performed in settlements. GAO's work led EPA to change its program guidance and operations to strengthen its efforts to find Potentially Responsible Parties (PRPs) for Superfund cleanup, increasing the likelihood that PRPs will perform or pay for site cleanups. EPA increased the annual value of privately funded cleanups from \$207 million in fiscal year 1987 to more than \$1.5 billion in fiscal year 1992. In addition, GAO's work on contractor cost abuses in the Superfund program led EPA to make major reforms, including reductions in contractor program management costs by \$30 million.

GAO's report examining disclosure of environmental liabilities by property and casualty insurance companies provided important new evidence that they are not complying with Securities and Exchange Commission (SEC) requirements, despite the fact that their potential liability for cleanup costs could render them insolvent. Consistent with GAO's recommendations, the SEC Chairman has agreed to revise guidance to specify that insurance companies routinely disclose in their annual reports the number and type of environmental claims and the estimated range or minimum amount of associated claims costs and expenses.

GAO also assessed the effectiveness of the federal government's program to cleanup its own hazardous waste sites—a program that may eventually cost several hundred billion dollars. GAO reported that EPA and other federal agencies had not met statutory deadlines to determine whether federally-owned hazardous waste sites were so badly contaminated that agencies should conduct the cleanup under EPA's Superfund program. The backlog of sites not evaluated is growing and could take EPA a decade to assess, which increases risks and costs. GAO recommended that EPA develop a plan to complete the evaluation of federal facilities.

GAO has developed a substantial body of work that points out the need to realign resource allocation for water programs consistent with the risks posed to human health and the environment. For example, GAO was among the first to "sound the alarm" last year on the serious financial problems threatening the safety of the nation's drinking water supplies. GAO reported that pollution and funding problems threaten this vital program and that EPA is unprepared to take over where state programs fail. Subsequently, EPA designated the drinking water program as a material weakness in its Financial Integrity Act (FIA) report.

GAO also assessed EPA's programs for ensuring the safety of toxic chemicals, including pesticides. GAO found that EPA had made little progress in developing information on the safety of chemicals, having tested less than one percent of 70,000 chemicals. GAO pointed out that EPA had not taken action to regulate or to warn the public about harmful chemicals. Consistent with GAO recommendations, EPA has developed an information system to monitor the status of the chemicals being tested and has prepared abstracts of studies for the Toxic Substance Control Act (TSCA) Test Submissions data base, which is available on the National Library of Medicine information system.

GAO reported that only five percent of the 3,400 landfills that potentially threaten human health were being closed in a timely manner and that EPA did not have adequate resources to oversee the cleanup. Further, GAO found that EPA's new cleanup approach called "stabilization," which was proposed to more quickly mitigate the threat from the facilities, did not provide clear criteria for determining whether actions were successful in stabilizing the contamination. GAO recommended that EPA improve the data it needs to measure program progress, recover oversight costs from site owners and operators, and provide the Congress with updated estimates on long-term costs and schedules. EPA has taken several steps in response to our recommendations, including agreeing to develop a schedule for completing all assessments required for landfill closure by the end of fiscal year 1996.

In the air program, GAO's work highlighted numerous delays in state implementation of the Clean Air Act (CAA). For example, GAO noted that EPA has delayed issuing final rules for the operating permit program, which in turn, has delayed state programs. Limited EPA and state resources have also hampered progress.

GAO recommended that EPA help states obtain the necessary legislative authority to assess fees to cover costs and present its own realistic long-term resource estimates to the Congress. GAO also pointed out that states are late in submitting their CAA implementation plans to EPA and that the agency has been slow in approving them. GAO recommended that EPA address those delays and to delegate plan approval authority to EPA regional administrators.

To provide the fundamental systems necessary to manage for environmental results, GAO's 1988 general management review recommended a number of planning and budgeting system reforms which, this year, were adopted by EPA. This year EPA also began to look at alternative regulatory mechanisms which could be used to supplement command and control regulations, focusing specifically on pollution taxes. GAO examined technical issues and the experience with such taxes in the United States and abroad to assess how they might be used to more cost effectively address environmental problems that have not been adequately dealt with under the current command and control system.

International issues, particularly in the context of the free trade agreement with Mexico, were an important part of GAO's work this past year. GAO compared pesticide standards and enforcement policies and found that while nearly one-half of all fresh and frozen fruits and vegetables that the United States currently imports comes from Mexico, Mexico does not have a system to test for pesticide residues and allows the use of some pesticides that the United States does not. GAO recommended that EPA and the FDA work cooperatively with Mexican officials to develop a strategy for resolving differences and to provide a long-term framework for the countries to deal with the evolving universe of pesticides in the context of expanding trade. GAO's work also showed that about one-third of pesticide tainted shipments of imported food end up on grocery shelves. GAO recommended that the FDA take stronger preventive actions, including targeting repeat offenders for penalties and applying more stringent control over suspect shipments, and also recommended that the Congress give FDA authority to pursue civil administrative penalties against violators. Legislation has been introduced to achieve this goal.

In another report, GAO found that neither the United States nor Mexico has accurate and complete information on the number of "maquiladoras"—companies operating along the U.S.-Mexican border—that generate hazardous waste, the amount generated, or the final disposition of that waste. EPA acted on GAO's recommendations to work with Mexico's environmental agency to develop an implementation strategy for a binational hazardous waste tracking system that will ensure that information is obtained to track the waste generated. In addition, a team was established to monitor progress in implementing this tracking system.

Finally, during the next few years GAO will continue to assist the Congress as it takes up reauthorization of several major environmental statutes, including clean water, hazardous and solid waste, Superfund, and TSCA. Because of EPA's slow progress in achieving objectives in its programs regulating toxic chemicals and pesticides in particular, GAO will undertake comprehensive efforts to examine how these programs can be improved.

Natural Resources Management

Vital for economic, ecological, and cultural reasons, natural resources on federal lands comprise vast reserves of fuels and other minerals, timber, rangeland, water, habitat for fish and wildlife, recreation areas, areas of scenic beauty, historic and cultural sites, and artifacts. These resources are second only to tax receipts in generating revenues for the federal government, totaling almost \$7 billion in fiscal year 1992. However, fiscal year 1993 budget authorities for the three agencies primarily responsible for managing and protecting natural resources—the Department of the Interior, the Department of Agriculture's Forest Service, and the U.S. Army Corps of Engineers—were more than double the revenues generated the year before—about \$16.6 billion.

Each year the federal government acquires additional lands to conserve natural resources and expands the infrastructure of facilities constructed to provide access to or make use of the natural resources on federal lands. Yet, GAO's work over the last several years has shown that the condition of the federal lands

continues to deteriorate and that the existing infrastructure on these lands—approaching \$200 billion in value—is in a growing state of disrepair. At the same time, agency staff are being asked to assume increasing responsibilities and to perform more duties. As a result, existing maintenance and reconstruction standards are being compromised and trade-offs are being made among important yet competing work priorities.

GAO believes that the Congress and the administration now face a difficult choice: They must find new sources of funding for the agencies responsible for managing natural resources or find ways for these agencies to operate more efficiently, or they must make further cutbacks in the agencies' services or standards for maintaining facilities and lands.

To assist the Congress in its policy deliberations, GAO has identified opportunities to obtain a better return for the sale or use of natural resources on federal lands, many of which were detailed in its transition series report Natural Resources Management Issues (GAO/OCG-93-17TR, Dec. 1992). Acting on GAO's recommendations, the Congress:

- enacted legislation in fiscal year 1993 to (1) require holders of hardrock mining claims on federal lands to pay the federal government an annual \$100 per claim holding fee for fiscal years 1993 and 1994 and (2) raise water rates in the Central Valley Project in California. Together, these two legislative changes were expected to generate over \$200 million in additional revenues to the federal government in fiscal year 1993;
- approved new and expanding entrance fees for developed recreation sites operated by the Forest Service and Interior's Bureau of Land Management; and
- is debating legislation that would (1) raise federal grazing fees and impose stricter environmental standards on livestock grazing permit holders, (2) stop holders of hardrock mining claims from obtaining all rights and interests to both the land and the minerals by patenting them for \$2.50 or \$5.00 an acre, and (3) increase the revenues that the federal government receives from concessionaires operating on federal lands.

The other 14 accomplishments in fiscal year 1993 relating to GAO's work in natural resources management included (1) a reduction in financial compensation to tribes on two reservations after GAO reported that the levels recommended by an Interior sponsored study overstated the tribes' economic losses and (2) increased revenues per acre leased by making all onshore federal oil and gas leases the same length, thus increasing the amount of land leased competitively.

In fiscal year 1994 and 1995, GAO plans to continue its work to identify other instances where the federal government could seek a better return for the sale or use of natural resources on its lands, not only to help cover program costs, but also to reduce the overuse of resources and the destruction of habitats that accompany federal subsidies. Included in this work will be efforts to identify (1) opportunities to use market-based incentives to encourage sustainable use of natural resources on federal lands; (2) if under certain conditions, existing policies and practices serve as disincentives to resource recovery and have the unintended consequence of reducing revenues to the U.S. Treasury; and (3) the feasibility of allowing unit managers to charge fair market value for all the resources within their boundaries. In addition, GAO plans to (1) evaluate the administration's movement towards conserving the integrity of entire ecosystems and the biological diversity within them and (2) identify opportunities to refocus, combine, or even eliminate certain missions, programs, and activities so that natural resources management agencies can operate more efficiently and be held more accountable for their actions.

Budget Issues

In fiscal year 1993, GAO continued to examine ways to effectively reduce the federal budget deficit. GAO also continued to review the structure of the budget and the budget process, the impact of the budget on government operations and ways to improve the ability of policymakers to make choices.

GAO's work on the economic impact of the deficit identified the need to refocus the budget structure to promote a shift in the composition of federal spending from consumption to well selected investment programs. GAO's work on restructuring the way budget data are presented has helped the Congress in its deliberations on the issue of a federal capital or investment budget. Its work on investment provided criteria and analysis to help congressional decision-makers select effective investments.

GAO identified problems that result when accounting systems are not structured to provide data needed in the budget process and developed new financial reporting models that the Federal Accounting Standards Advisory Board (FASAB) used as a starting point to develop more relevant and useful financial reports. GAO continues to work closely with FASAB to help ensure that it takes budget information needs into account in its efforts to develop accounting standards.

Over the next few years, GAO will continue to provide the Congress with deficit reduction options and strategies and will provide assistance to the Congress in assessing investment proposals to promote long-term economic growth. GAO will continue to provide analyses and evaluations of proposed changes in the budget's structure and the budget process. GAO will also examine budget formulation and execution procedures, including executive and congressional rules and techniques for controlling funds.

Corporate Audits

Government corporations provide trillions of dollars in guarantees and insurance in support of the nation's major financial industries, including banks, savings and loan institutions, credit unions, and pension plans. In addition to the termination of large, underfunded pension plans, past severe problems in the savings and loan/banking industries have focused the attention of policymakers and the public on the taxpayers' significant exposure to loss through the government's credit and insurance activities. Although the condition and performance of both banks and savings and loan associations have recently improved, segments of the industry remain troubled and the insurance funds need to be rebuilt to statutorily required levels. In addition, the Pension Benefit Guaranty Corporation (PBGC) faces a large and growing deficit that threatens the insurance program's long-term viability.

GAO has worked closely with the RTC, the FDIC, and the PBGC to improve the reliability of their financial data and internal control systems, and GAO has seen considerable progress over the past few years. This past year all three corporations received an unqualified opinion on their balance sheets. Also, all three corporations responded this past year to GAO recommendations that improved the corporations' methods used to estimate future losses associated with insurance activities. GAO audits also have disclosed internal control weaknesses of varying significance. In general, the corporations have agreed with GAO's findings and acted quickly to address most weaknesses. In fact, many informal recommendations for improved reporting or internal controls are implemented by management before GAO's audit work is complete.

GAO's financial audit work also has provided the Congress with vital information on the corporations' status and funding needs. Although the condition of the banking industry has improved, GAO warned that the Bank Insurance Fund could remain undercapitalized for a number of years and, therefore, remain vulnerable to adverse changes in economic conditions. The Fund's reserves must be rebuilt to enable it to handle any significant level of bank failures. Like the banking industry, the condition of the savings and loan industry showed considerable improvement in 1992. However, because RTC lacks sufficient funds to close many failed thrifts, GAO reported that these failed thrifts continue to lose money, adding to the taxpayers' costs. GAO also reported that PBGC's large and growing deficit threatens the insurance program's long-term viability, and GAO supported legislative action to strengthen the funding standards for defined benefit pension plans.

GAO also focused on the efforts of government corporations to implement the Chief Financial Officers Act. GAO discussed with Office of Management and Budget (OMB), and each of the 33 corporations subject to the act, the requirement for management assessment of internal controls and worked with each of the corporations to provide guidance for preparing the management report. In 1992, all but one government corporation was being audited and nearly all have issued the required assessment reports.

GAO also urged setters of accounting and auditing standards to adopt more realistic measures of financial condition and operating performance by focusing on asset valuation rules and reporting on internal controls. Next year GAO's work in corporate financial audits will continue to focus on the financial condition of government corporations and the soundness of their internal controls. GAO will also review the implementation of new industry corporate governance requirements for financial institutions intended to minimize losses to the insurance funds and taxpayers. GAO will continue to pursue adoption of accounting rules that more realistically report the condition of financial institutions to better serve the interests of both public and private shareholders.

Defense Audits

GAO's audit of the Army's fiscal year 1992 financial statements continued to disclose internal control weaknesses that allow losses to be incurred as a result of waste and abuse. For example, the audit prompted the Army and the Defense Finance and Accounting Service (DFAS) to initiate efforts to collect approximately \$6 million of improper salary payments. GAO's work also resulted in recommendations to improve the military pay system for which payroll taxes withheld did not reconcile to remittances made to the IRS. Further, the audit recommended that the Army (1) stop disposing of inventory for which it has current needs, (2) take steps to protect equipment from deterioration resulting from poor storage and safeguarding practices, and (3) implement improved accountability and control over equipment to ensure readiness and reduce the risk of wasting and misusing resources. GAO's report on over \$13 billion dollars of unmatched Navy disbursements in one major accounting system resulted in DOD establishing a special task force to address this problem.

During fiscal year 1993, GAO has seen enhanced DOD interest in instituting needed financial management reforms. After over 2 years of inaction on our financial audit recommendations, the Air Force and DFAS prepared a joint, detailed corrective action plan. Also, the former Secretary of the Army established a high-level special action group to address the Army's financial management problems. In addition, the Deputy Secretary of Defense established an executive level oversight group to address DOD financial management issues.

GAO's work during the next few years will continue focusing on (1) improvements needed in DOD's financial management operations and systems, (2) opportunities to strengthen control and accountability over financial resources, and (3) needed enhancements to DOD organizations' financial practices. GAO will also concentrate on (1) comprehensively evaluating Navy's financial operations and (2) actions DOD is taking in response to GAO's previous financial audit recommendations.

Civil Audits

GAO continues to play a strong, proactive role in moving the government toward much needed financial management reform. GAO has worked with congressional committees, OMB, and federal agencies on implementation of the Chief Financial Officers Act of 1990, and has placed priority on strengthening management controls throughout the government and in addressing long-standing problems in 17 key high-risk programs where billions of dollars are at stake. As part of its January 1993 Transition Series, GAO issued a report outlining the major financial management issues facing the government today and the steps that need to be taken to address them.

GAO also reported on the results of the first financial statement audits of the IRS, U.S. Customs Service, and Education's Guaranteed Student Loan Program. Each of these audits revealed serious financial management problems and prompted the agencies to take several actions to improve financial reporting and the quality of the underlying financial and program performance data. Also, the Congress now has a better idea of how these organizations function. For example, the Congress now has reliable estimates of IRS's receivables and the related collectible amount, which are tens of billions of dollars less than what had been reported. Also, the Congress now knows that Education's overly optimistic projections of loan defaults have contributed to a nearly \$3 billion shortfall in Education's budgetary estimates of program costs for both 1992 and 1993.

Legislative Reviews and Audit Oversight

In fiscal year 1992, GAO's work focused on improving the quality and the effectiveness of audits of federal expenditures, strengthening corporate governance and accountability, ensuring the quality of audits performed by nonfederal auditors, and improving the financial management of legislative branch operations through regular financial statement audits.

GAO reviews of inspectors general (IG) and other audit organizations improved audit coverage, resource usage, quality of work, and the removal of impairments to IG independence and authority. Moreover, GAO's audit resolution work prompted OMB to begin revising its audit follow-up guidance to ensure that agencies take action on IG audit recommendations.

To strengthen corporate governance and accountability, GAO reports on bank audit committees contributed to the passage of legislation requiring independent audit committees for all federally insured depository institutions. As a result of GAO recommendations on the quality of certified public accountant audits of private employee benefit plans, legislation was introduced that will enhance the value of plan audits, encourage better plan management, and better protect the interests of plan participants and the government.

GAO's financial statement audits of several legislative entities, such as the House and Senate Sergeant at Arms, and other legislative programs and operations, such as the Congressional Award Program and the Library of Congress, resulted several improvements in their internal controls and accounting systems.

During the next 2 years, GAO will evaluate (1) agencies' audit efforts in identifying problems in high-risk areas, (2) the effectiveness of auditors in developing and reporting on solutions to those problems, and (3) the way in which auditors work with the Congress and others to get action on audit results. GAO will also work with congressional officers and committee staff, as well as with the new House Administrator and the new House Inspector General, to ensure that internal controls and accounting systems are effectively maintained and legislative branch operations are reported properly and in a meaningful way.

Accounting and Auditing Methods and Standards

Accounting and auditing standards play a significant role in improving financial management in the federal government. The standards provide the criteria against which financial management systems, financial statements, and audits are compared to assess their quality.

FASAB, composed of GAO and eight other members from the federal and private sectors, develops and recommends, through sufficient due process and consensus, accounting standards for federal agencies. During fiscal year 1993, FASAB issued Statement of Federal Financial Accounting Standards No. 1, Accounting for Selected Assets and Liabilities, and Statement of Federal Financial Accounting Concepts No. 1, Objectives of Federal Financial Accounting Concepts. In addition, FASAB distributed two proposed statements of accounting standards for comment. GAO continues to monitor developments in accounting requirements in other areas (including the state and local government, private, and international governments sectors) and to work with OMB and Treasury to refine accounting standards and contribute to

ongoing professional development. GAO has also provided input on the work of the Cost Accounting Standards Board and has responded to congressional and agency requests for assistance on accounting matters.

In the auditing standards area, GAO issued an exposure draft of the revised Yellow Book, which provides guidance on several important aspects of the auditor's work. These include internal controls, compliance with laws and regulations, and planning audits of program results. Final standards are expected during fiscal year 1994.

GAO will continue to provide substantial technical assistance to federal agencies and others in the areas of accounting and auditing standards.

Defense and Security Information Systems

During fiscal year 1993, GAO continued to point out that Defense's information management systems are inadequate and have little management value. As a result, Defense is not in a position to accurately account for hundreds of billions of dollars of resources. The lack of adequate information management systems and internal controls are long-standing problems that have not been resolved.

For instance, the systems are used to account for and report on the \$85 billion Defense Business Operations Fund (DBOF) cannot provide complete and reliable data on the results of operation. This adversely affects management reporting at all levels. In many instances, Defense has allowed obvious erroneous data to remain in the records, thereby significantly reducing the usefulness of this data in the decision-making process. Acting upon information reported by GAO, the Congress acted to reduce Defense's fiscal year 1993 budget request by approximately \$1.1 billion.

GAO's work over the next few years will focus on Defense's Corporate Information Management (CIM) initiative and DBOF. GAO's views assessing the implementation of Defense's CIM and DBOF initiatives as among its highest priorities. Most of GAO's actions and resources are designed to influence the quality and effective implementation of these program initiatives.

General Government Information Systems

In fiscal year 1993, GAO's work focused on improving the management of automated system initiatives at Treasury and other agencies responsible for regulating financial institutions. GAO devoted special attention to helping these agencies correct system development problems. As a result of GAO's efforts, several agencies are taking concrete corrective actions:

- influenced by GAO's report, SEC is beginning to use a stronger top-management approach to control its \$70 million effort to automate the receipt, analysis, and dissemination of information it collects;
- an automated auction processing system at Treasury was slated for deployment before testing was completed. In response to GAO concerns, Treasury reversed this decision, and more thoroughly tested the system before deploying it;
- in response to GAO's recommendations, RTC is enhancing its asset management and disposition systems to give the agency better control over the \$91 billion in assets it oversees; and
- FDIC is strengthening its IRM planning process in response to GAO's review, which disclosed that the agency's information systems were planned poorly and did not meet operational requirements.

During the next 2 years, GAO will evaluate systems issues related to IRS's modernization and Justice's use of information to prioritize work, and RTC and FDIC transition issues. In addition to these areas, GAO plans to address substantive systems needs surrounding such issues as downsizing government, reducing reporting burden for financial institutions, and streamlining asset management.

GAO's work will also contribute to a broader understanding of government information systems, such as:

- how the federal government can disseminate data to the public more efficiently through better use of technology;
- how federal agencies can save money and be more effective in serving the public by managing data in ways that eliminate redundancies, ensure security, and facilitate sharing; and
- whether systems modernization efforts can be accomplished within time and budget projections and provide significant program improvements.

Human Resources Information Systems

In fiscal year 1993, GAO's work focused on identifying and communicating ways the federal government can play a more active role in developing and utilizing automated medical records and systems, as well as identifying critical implementation problems with Defense's \$1.6 billion Composite Health Care System (CHCS) and Medicare's electronic payment system. GAO also focused on improving the federal government's ability to more efficiently deliver welfare benefits through technology and on uncovering critical system issues for congressional and agency attention. Finally, GAO sought to improve delivery of social security and veterans benefits and better serve those customers through technology.

GAO reported that automated medical records hold promise to improve patient care but that automation efforts have been hampered by several constraints, such as the lack of standards, where federal leadership is necessary to expedite the standard-setting process. GAO reviews of CHCS resulted in DOD refocusing its efforts to improve system capabilities to better meet user needs.

In helping to strengthen federal, state, and local welfare programs, GAO reports on automated welfare information systems resulted in changes by OMB to reduce the federal share (HHS and USDA) for state automated welfare systems, which in the next 5 years alone will avoid over \$175 million in expenditures. In response to another GAO report, HHS is establishing a more formal process to ensure that internal audit findings are used in oversight of states' system development efforts.

GAO's work at the SSA resulted in major improvements in SSA's approach to modernizing its information systems. SSA has begun to reengineer its disability and appeals processes to improve service to the public through automation. Acting on GAO's report, VA has refocused its plans to modernize its nonmedical claim benefit systems so that the time to process claims will be substantially reduced.

During the next 2 years, GAO will focus on ensuring that future federal and state government health and human services systems are an integral part of much broader management strategies to improve public service and reengineer inefficient paper-burdened operations. GAO's work will address the use of automation to detect and prevent abusive medical billing practices; identify opportunities to improve the quality of information used to deliver federal health care services; identify barriers to developing a national health care information system; develop overall, cross-cutting solutions for improving the delivery of welfare benefits and reducing costs to administer them; and assess what technology is being developed that could be used to meet operational objectives and citizen needs in major human resource delivery systems in such agencies as SSA and VA.

Resources, Community, and Economic Development Information Systems

In fiscal year 1993, GAO's efforts continued to center on improving the acquisition and management of information technology at federal agencies, such as the Departments of Transportation, Agriculture, and Energy, that rely heavily on information technology to carry out their missions.

GAO's reviews at the DOT led to the FAA agreeing to analyze its requirements for additional radar systems and to assess other viable system alternatives, delaying planned expenditures totaling about \$127 million. In response to GAO's recommendations on its safety indicator program, the FAA developed a validation and standardization process to ensure the integrity of critical data.

At the Department of Agriculture, officials agreed to cancel a nationwide computer acquisition for the FCIC after GAO determined that the corporation had not justified this procurement. GAO's review of Agriculture's pesticide data program led to the Department's implementing its recommendations to ensure that the program met the needs of the EPA and the FDA.

At the DOE, the Secretary agreed with GAO's recommendations and reported the Department's information resources management deficiencies as a material weakness in the Federal Managers' Financial Integrity Act report to the President.

During the next 2 years, GAO plans to continue evaluating information technology management at these departments. In addition, GAO intends to assess (1) the management and operations of the National Weather Service's \$4.7 billion modernization program, (2) the technical issues surrounding the administration's planned information superhighway, (3) the information systems supporting the Department of Housing and Urban Development's high-risk programs, and (4) the systems used by the EPA to help support its missions.

Program Evaluation and Methodology

Requested by the House Committee on Education and Labor, the GAO report titled Student Testing: Current Extent and Expenditures, With Cost Estimates for a National Examination (GAO/PEMD-93-8), assessed the nature, extent, and cost of school testing as it exists today and examined how a new national test might affect those factors. Despite the unprecedented attention directed at the idea of a national test for elementary and secondary students, this study was the first to investigate and provide valid national data on current school testing practices. Using results of a survey of officials in all state agencies and in a random sample of school districts, GAO found that U.S. students did not seem to be overtested nor did costs appear overly burdensome. (Systemwide testing took up about 7 hours for an average student and the average cost of testing was \$15 per student.) GAO examined three models commonly discussed for future national testing (a single multiple-choice test, a single performance test, and a decentralized system of clusters of states, each cluster using different performance-based tests) and analyzed the tradeoffs in cost, comparability, and value that any choice among the models would involve. GAO concluded that if a decision is made to implement a national test, the involvement of local teachers and administrators should be ensured to build support for the test and improve the likelihood of its success.

Requested by the House Committee on Education and Labor, the GAO report titled Educational Testing: The Canadian Experience With Standards, Examinations, and Assessments (GAO/PEMD-93-11), examined the Canadian experience with large scale testing programs to suggest answers to questions currently being discussed in the United States about proposals for a national test. GAO looked at Canadian testing programs because various provincial programs were examples of models suggested for the United States. Although practices across provinces varied, GAO found that provincial curriculum standards are the starting point for some or all provincial tests. Unlike in the United States, GAO found standards and tests were developed primarily by teachers and provincial officials; different tests were established for different purposes; and a variety of safeguards were in place to prevent misuse of test results. GAO concluded test effectiveness was unknown, because no independent yardstick existed to measure changes in achievement

over time. Opinions about tests were mixed. On one hand, tests were credited with raising standards and improving uniformity in teaching and learning. On the other, tests were criticized for narrowing what was taught and increasing reliance on teaching approaches closely tied to test specifications.

Requested by the House Subcommittee on Select Education and Civil Rights, the GAO report titled Vocational Rehabilitation: Evidence for Federal Program's Effectiveness Is Mixed (GAO/PEMD-93-19), estimated who is potentially eligible and who is accepted for federal-state vocational rehabilitative (VR) program services and evaluated the program's long term results. GAO used national survey data, client information from the Rehabilitative Services Administration, and computer-matched data on nearly 900,000 VR applicants in combination with SSA wage records for its analyses. These approaches allowed GAO to answer a set of questions concerning potential eligibility, contrasts between individuals who were served and those who were not, program services, and program outcomes. GAO found that a very large group of Americans—14 to 18 million—were potentially eligible for vocational rehabilitation. However, a much smaller group were served by state-federal VR programs—in any 1 year, five to seven percent of those potentially eligible. Most VR clients received only modest services (about \$1,573 per client) and less than half received any type of training or education. GAO concluded that states purchased more services for clients with physical disabilities than with mental disabilities, more for clients with severe disabilities than modest, and more for white clients than for black, Hispanic, or American Indian clients. Results on outcomes were mixed. Rehabilitants' gains in employment and earnings from the time of referral to their case-closure faded after about 2 years and the fraction working shrank steadily. Conversely, rehabilitants did better than dropouts on measures of work and earnings.

Requested by the Chairman of the House Committee on Government Operations, GAO conducted a study aimed at evaluating the status of our nation's drug use measurement system. The report titled Drug Use Measurement: Strengths, Limitations, and Recommendations for Improvement (GAO/PEMD-93-18), assessed the quality of three prominent, nationally-funded studies cited in the President's National Drug Control Strategy: the National Household Survey on Drug Abuse (NHSDA), the High School Senior Survey (HSSS), a component of Monitoring the Future, and the Drug Use Forecasting (DUF) study of booked arrestees. GAO judged NHSDA and HSSS to be very conservative measures of national drug use patterns owing to several methodological study limitations, including reliance on subject self-reports and exclusion of groups at high-risk for drug use. Although DUF provides an objective technique (i.e., urinalysis) for assessing arrestee drug use patterns, its findings cannot be generalized to either the booking facilities sampled or all arrestees in the 24 cities participating in the National Institute of Justice program. Local criminal justice authorities must therefore exercise caution in using DUF results for generating municipal drug control policies. GAO advanced several recommendations for improving the status of drug use measurement in the United States, including the validation of self-reports through hair analysis, the systematic study of underrepresented high-risk groups, the development of supplementary data sources to adequately determine heroin and cocaine prevalence patterns and trends, and biennial (rather than annual) study of the drug use rates among the general household and high school senior populations. Implementation of this last recommendation would result in drug research cost reductions of more than \$15 million per year.

Requested by the Chairman and Ranking Member of the Senate Special Committee on Aging, the GAO report titled Cataract Surgery: Patient-Reported Data on Appropriateness and Outcomes (GAO/PEMD-93-14), examined both the need for cataract surgery and its results from the perspective of the patients involved. Practice guidelines from the American Academy of Ophthalmology emphasize the importance of patient-perceived limitations in visual functioning for assessing the appropriateness of cataract surgery in individual patients. However, Medicare has not gathered this sort of information to monitor the 1.3 million cataract surgeries it pays for each year. GAO developed a questionnaire and surveyed a random sample of 1,964 Medicare patients in four states (with 76 percent responding) concerning their visual functioning and symptoms both before and after their cataract surgery. Their responses indicated that about three quarters experienced substantial visual impairment prior to surgery, but that as many as 16 percent underwent cataract surgery when they had no more than slight visual problems. Most also experienced uniform improvement in their vision following surgery, but about 30 percent had mixed outcomes—improvement in some areas and worsening in others. These results suggest that Medicare may have spent as much as \$200 million dollars in 1991 on unnecessary cataract surgery.

At the request of the Chairman of the House Foreign Affairs Committee, GAO produced a classified, eight-volume evaluation of the U.S. strategic nuclear triad (GAO/C-PEMD-92-1 and 92-8 and GAO/T-PEMD-93-5). This series of reports were based on a comprehensive evaluation of the performance of both existing and proposed modernization of the weapon systems in each leg of the triad taking into consideration the threat posed by the weapons systems of the former Soviet Union. The study drew on a very wide variety of data, including operations, test, threat, and cost data, to compare different systems within and across the legs of the triad and to assess the most appropriate strategic-nuclear force structure under a likely range of different threat and arms control environments. The Deputy Secretary of Defense testified to the Senate Government Affairs Committee that, while he disagreed with some details, the study was both comprehensive and objective and was being used in DOD as a part of its review of strategic-nuclear force structure requirements. The potential cost reductions stem from increased reliance on the sea-leg, which the study found to possess virtually all the strengths of the land-leg and none of its major weakness, or the elimination of further procurement of the B-2 bomber, which the study found to be unproven and unnecessary as a strategic bomber.

Requested by the Senate Environment and Public Works Committee, Subcommittee on Water Resources, Transportation and Infrastructure, the GAO report entitled Traffic Congestion: Activities to Reduce Travel Demand and Air Pollution Are Not Widely Implemented (GAO/PEMD-93-2), revealed that previous federal efforts to reduce traffic congestion and air pollution from mobile sources were not successful in many areas of the country. In conducting this analysis, GAO surveyed local transportation planning agencies nationwide, compared local transportation plans, and evaluated the statements of many state and local transportation decision-makers in four major metropolitan areas. GAO found that, although some reduced roadway use and air quality improvement strategies were planned, relatively few were implemented in most areas, despite federal clean air and transportation legislation over the years. This study showed that little had been done in almost all areas to link congestion reduction strategies with air quality planning. GAO also found that data on the effectiveness of these strategies were generally unavailable to local transportation decision-makers who viewed the activities as irrelevant locally. DOT, responding to this study, has begun to increase its efforts to provide effectiveness data to local transportation authorities so that more congestion reduction strategies for improving air quality will be undertaken. This investigation established the baseline by which the Congress can in the future determine whether or not certain sections of the 1990 Clean Air Act Amendments and the 1991 Intermodal Surface Transportation Efficiency Act were effective in achieving the twin goals of reducing congestion and improving air quality.

Requested by the Chairman, Subcommittee on Superfund, Ocean, and Water Protection, Senate Committee on Environment and Public Works, the GAO report titled Groundwater Protection: Validity and Feasibility of EPA's Differential Protection Strategy (GAO-PEMD-93-6), evaluated the approach developed by the EPA to protect groundwater from pesticide and other farm chemicals contamination. Agricultural chemicals have long been recognized as a threat to groundwater quality and human health. Approximately half of the nation's population use groundwater as their drinking water source. However, being able to ban the use of an agricultural chemical nationally on the basis of groundwater contamination has been difficult to achieve. Instead, EPA has promulgated a strategy which allows states to evaluate the vulnerability of their groundwater resources to contamination and then to protect the groundwater "differentially" within the state. This approach has stressed the use of technical data and vulnerability assessment models. GAO found that although many states possess some of the data for conducting groundwater vulnerability assessments, there are significant gaps in the existing data. Officials in only 15 states reported that data have been developed for all 8 vulnerability factors necessary for conducting valid assessments. Even when data are available, they often cover only part of the state and are not sufficiently detailed to prepare valid assessments. GAO also found that the performance of vulnerability assessment models has been inconsistent. At best, existing models have been shown to predict groundwater vulnerability adequately only in some cases. Moreover, the model tests have generally not been conducted on the small geographic scale necessary to show whether the EPA differential protection strategy is either scientifically sound or economically viable. To be useful for regulatory purposes, both the models and their testing must be improved.

Claims Settlement Work

In addition to GAO's traditional review functions, the General Government Division's Claims Group has the mission to settle claims for and against the U. S. government. The Claims Group handles a wide variety of difficult and complex cases involving legal issues that cannot be resolved at the agency level or that have been appealed to GAO. The Claims Group also has authority to waive the collection of certain erroneous payments to federal employees and has oversight responsibility for disbursing funds awarded to plaintiffs through specific litigation and in cases where violations of work statutes have occurred. During fiscal year 1993, the Claims Group settled 9,100 claims of all types and authorized the disbursement of \$565 million.

Highly Specialized Investigations

GAO's Office of Special Investigations (OSI) conducts investigations requiring technical and investigative skills and expertise. In addition to providing direct assistance to the Congress, OSI assists GAO divisions by developing case-specific examples that illustrate program weaknesses. OSI also acts on information referred from GAO's divisions when potential fraud is alleged or found during audits and program reviews. During fiscal year 1993, GAO investigated matters concerning conflicts of interest and ethics violations, contract and procurement improprieties, grants and entitlement fraud, and investigative oversight issues.

Specialized Economic Analysis

During fiscal year 1993, the Office of the Chief Economist (OCE) provided direct technical economic assistance on various GAO assignments and reviewed and commented on approximately 300 draft reports and testimonies. OCE actively participated in several major assignments including (along with the General Government Division) the issue area plan for GAO's work on government statistics, one of GAO's cross-cutting issues.

Management Initiatives

Reviews of GAO

GAO's annual quality control review program—the Post Assignment Quality Review System (PAQRS) – has been suspended pending completion of a broad study of GAO by the National Academy of Public Administration (NAPA) at the request of the Senate Committee on Governmental Affairs. NAPA will use a case study approach to review GAO's role, mission, and operations. In addition to the case studies, the NAPA staff plans to study: (1) GAO's recruitment, training, and other programs that may affect the agency's ability to meet current and future subject matter, technical, and methodological needs; (2) its policies and practices related to congressional detailees; (3) impoundment reviews to track and report on GAO's performance and impact; (4) customers other than the Congress; and (5) the legislative history of GAO's current mission. NAPA'S study is expected to be completed by May 31, 1994.

In addition to the NAPA study, the House directed that GAO use no more than \$500,000 of its fiscal year 1994 appropriated funding to have a broad based organizational performance review done by a qualified private organization. This review will focus on GAO's structure, skills, staffing, systems, and execution of statutory and assigned responsibilities.

Quality Management

GAO's efforts to use the Total Quality Management (TQM) approach to improve its operations took a major step forward during the past year. Using information from Members of Congress and their staff, survey results from GAO's own staff, and analysis of internal GAO data, GAO has decided to focus TQM efforts on

five key areas--improving communication with the Congress on individual jobs, reducing rework of GAO products, improving internal communications and teamwork, and using technology more creatively to solve GAO's problems.

Three-year goals are being established in each priority area to help ensure that GAO continually provides quality products to its customers as efficiently as possible within a work environment that fosters trust, respect, and teamwork among all the staff. Achieving the goals will require major changes in GAO's processes and management approach. All GAO units have developed efforts to focus on these critical areas. It is too early to assess results, but many efforts appear to hold the promise for fostering major positive changes.

The experience of companies using TQM indicates that real changes take place only after using the approach for 5 to 6 years. TQM is not a quick-fix solution to problems. GAO's leadership recognizes that fact and is deeply committed to establishing the processes and environment within GAO that will sustain the effort so fundamental changes can be developed and institutionalized.

Regional and Field Location Closures and Consolidations

The Senate report accompanying the Legislative Branch Appropriations Bill for fiscal year 1994 directed GAO to examine the need for its regional offices and suboffices and report by December 15, 1993. In April 1993 a Steering Committee was established to study GAO's current field alignment. Its task was to review the field structure and determine its compatibility with mission needs and audit approaches in a changing technological environment, and to identify opportunities to increase efficiency through consolidation.

Based on the steering committee's analysis, GAO has decided to implement the following changes:

- By mid-1994, Philadelphia and Albany will close;
- At the end of 1994, Indianapolis will close;
- By mid-1995, San Antonio, Oklahoma City, Albuquerque, and the Far East Office will close;
- By mid-1996, Cincinnati will close with its Dayton suboffice remaining open and likely to grow somewhat to meet accounting, information management, and defense workload needs.
- Effective summer 1994, the New York and Boston Regional Offices will consolidate into a single Northeast region.

To decide these closure dates, the committee considered the following factors: (1) budget constraints; (2) time required to complete and/or transfer critical work; and, (3) ease with which audit coverage could be provided from another location, taking into account the time required to transfer and/or build any critical expertise or capability in another location.

The Assistant Comptroller General for Operations (ACG/OPs) has been directed to manage the closure process. This includes ensuring that closures are as smooth and orderly as possible while minimizing hardships on the staff. The ACG/OPs will be providing guidance and information to affected staff on relocation and other available options and benefits.

Asbestos Abatement Project

Although funding reductions have slowed the progress of the asbestos abatement program, GAO will continue asbestos removal to ensure the safety and the well-being of its employees, and to provide for advances in office technology. As the asbestos is removed, such space renovation activities will proceed.

upgrading the building's mechanical support systems, upgrading the electrical system to accommodate the new technology, and installing an automated fire sprinkler system to provide both safety for personnel and protection of the building.

Information Resources Technology

With the continued support of the Congress, GAO proceeded with developing its network resources in fiscal year 1993, but at a slower pace than previously scheduled because of funding restrictions. GAO is not simply automating its existing audit practices: instead, by integrating its technology development with its TQM initiatives, GAO is examining its mission processes and modifying them, to take full advantage of technology's potential contributions to its work processes.

During fiscal year 1993, GAO brought its pilot computer network to maturity. It stabilized its operations, developed a prototype network using a graphical user interface, designed and tested a mission-critical application for data collection and analysis, and restructured key work processes to optimize use of technology. In addition, GAO developed preliminary estimates of expected user benefits from the application and designed and delivered training for the network and the application. As requested by the Congress, GAO will issue its final report on the benefits of the network pilot in fiscal year 1994. Thus far, GAO's analysis demonstrates substantial benefits to operations.

Other significant accomplishments in the area of information resources management in fiscal year 1993 included:

- updating and revising requirements for the workstations needed to perform GAO's mission;
- expanding video teleconferencing capacity to include headquarters and eight regional offices. (funding came from reductions to travel allocations);
- enhancing GAO's document production process by implementing an electronic publishing system that will enable GAO to reduce its paper inventory and print products more quickly; and
- implementing a new digital telephone system for headquarters, which is tied to the legislative branch-wide telecommunications system administered by the Architect of the Capitol.

Productivity

Measuring productivity by the number of products issued is not in itself a complete measure of GAO's effectiveness. GAO's success lies in the extent to which it can help committees and members carry out their responsibilities. It also depends on GAO's ability to convince agencies of the need to implement its recommendations to improve their efficiency and effectiveness and to reduce their operating and program costs.

Products

During fiscal year 1993, GAO issued 1,305 reports, briefings and testimonies. Of this total, 93 percent were products for the Congress and included 190 testimonies. The agency's Claims Group processed 9,100 claims. The legal staff issued 3,962 decisions and opinions and 6 sets of comments on proposed legislation, and provided a wide variety of other services.

GAO communicated the results of its work by using various media. When appropriate, briefing reports, fact sheets and letter reports replaced chapter reports as a faster means to communicate with congressional requestors and agency officials. Additionally, GAO used chapter reports to consolidate GAO work in particular areas into comprehensive statements.

The following table shows products issued in fiscal year 1993 and estimated Products to be issued in fiscal year 1994 and 1995.

Table 3: GAO Products Issued in FY 1993, and estimated for FY 1994 and FY 1995 by Product Type

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Briefing Reports	35	40	40
2. Fact Sheets	40	45	45
3. Letter Reports 1/	497	515	515
4. Chapter Reports 1/	183	195	195
5. Correspondence	129	140	140
B. Agency and Other			
1. Letter Reports	34	30	30
2. Chapter Reports	12	15	15
3. Correspondence	48	50	50
4. Staff Studies	1	0	0
C. Congressional Briefings	136	155	155
Subtotal	1,115	1,185	1,185
D. Testimony 1/	190	195	195
E. Congressional Inquiries on Claims Activities	104	105	105
F. Legal Decisions and Advice	3,962	4,000	4,000
G. Legal Opinions and Interpretations for the Congress	238	240	240
H. Bill Comments	6	5	5
I. Other 2/	9,100	9,200	9,200
Total	14,715	14,930	14,930

1/ Division totals for fiscal year 1993 do not add up to GAO's total because some products were worked on jointly.

2/ The work in this category was performed by the Claims Group.

Changes in GAO's Prior Plans for
Fiscal Years 1993 and 1994

Planned Expenditures by Object Class

Each year GAO gives the Congress a detailed list of how it plans to spend the funding appropriated for the current year and that requested for the budget year. As GAO executes the budget, it tries to spend its appropriation in accordance with the plan presented to the Congress; unforeseen circumstances, however, sometimes dictate that these plans change. GAO policy is to seek congressional approval before shifting significant amounts of funding designated and approved for major projects by the Congress.

Tables 4 and 5 compare planned expenditures for fiscal years 1993 and 1994 (as shown in the Fiscal Year 1994 Justification of Estimates) with the actual expenditures for fiscal year 1993 and with the revised estimates for fiscal year 1994, respectively. Explanations are provided for variances of more than 10 percent or \$100,000, whichever is greater.

Table 4: Comparison of Fiscal Year 1993 Revised Estimates With
Fiscal Year 1993 Actual Expenditures
(Dollars in thousands)

<u>Object Class</u>		<u>Revised 1993</u>	<u>Actual 1993</u>	<u>Change From Revised 1993</u>
11	Personnel Compensation	274,233	274,478	245
12	Personnel Benefits	51,423	51,924	501
13	Benefits for Former Personnel	218	221	3
21	Travel and Transportation	16,747	15,068	(1,679)
22	Transportation of Things	136	225	89
23	Rent, Communications, and Utilities	33,918	32,274	(1,644)
24	Printing and Reproduction	3,396	2,697	(699)
25	Other Services	37,869	39,224	1,355
26	Supplies and Materials	2,123	2,331	208
31	Furniture and Equipment	3,911	4,117	206
32	Land and Structures	11,158	12,264	1,106
42	Claims and Indemnities	35	9	(26)
Total		\$435,167	\$434,832	(\$335)
		=====	=====	=====

Table 5: Comparison of Fiscal Year 1994 Estimates With
Fiscal Year 1994 Revised Estimates
(Dollars in thousands)

<u>Object Class</u>		<u>Estimated</u> <u>1994</u>	<u>Revised</u> <u>1994</u>	<u>Change</u> <u>From</u> <u>Estimated</u> <u>1994</u>
11	Personnel Compensation	\$276,388	\$276,658	270
12	Personnel Benefits	53,659	52,890	(769)
13	Benefits for Former Personnel	237	195	(42)
21	Travel and Transportation	16,247	13,967	(2,280)
22	Transportation of Things	122	210	88
23	Rent, Communications, and Utilities	32,890	31,675	(1,215)
24	Printing and Reproduction	3,241	2,566	(675)
25	Other Services	36,491	38,222	1,731
26	Supplies and Materials	1,904	1,929	25
31	Furniture and Equipment	3,836	10,017 ¹	6,181
32	Land and Structures	5,758	2,451	(3,307)
42	Claims and Indemnities	42	35	(7)
Total		\$430,815 =====	\$430,815 =====	\$0 =====

¹ The Office of Information Management and Communications is seeking additional authority to purchase equipment in support of the local area network (LAN) project. Also, funding is needed for equipment in support of the asbestos abatement project.

Staffing

GAC employs staff with various occupational interests and abilities to fulfill its mission. The majority of the staff are full-time permanent employees in the audit and evaluation divisions. However, a small number of full-time temporaries and part-time permanent employees are on board throughout the year. Consultants, cooperative education program participants, student interns, stay-in-school students, summer program participants and other temporaries are employed to assist with specific projects, to help handle peak work loads and to fill in during summer vacations.

Table 6 shows actual use for fiscal year 1993 and planned use of staff for fiscal years 1994 and 1995.

Table 6: Summary of Personnel and Compensation
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	4,900	4,800	4,600	\$274,478	\$276,658	\$288,204
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	4,958 413	4,856 390	4,655 390	270,763 3,485 230	273,666 2,759 233	280,140 2,851 5,213
25.0 Other Services (Contracts for on-site personal services) 5/	142	137	142	18,543	19,605	22,946

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

Fiscal Year 1995 Budget RequestStaff Recognition

GAO is requesting funding to meet a longstanding commitment to pay professional and administrative staff bonuses and incentive awards. GAO has not paid bonuses or incentive awards to its staff since fiscal year 1992. Beginning in fiscal year 1993, GAO shifted the performance appraisal period to coincide with the fiscal year calendar. Accordingly, bonuses and awards for outstanding performance would have been paid out of the fiscal year 1994 appropriation if sufficient funding had been appropriated. In order to improve agency morale, GAO would like to reinstate payment of these monies.

Travel

GAO is reducing its staff through the use of a incentive payment program authorized by the Congress for fiscal year 1994. One of the outcomes of this program should be a reduction in the amount of funding that will be needed for travel in fiscal year 1995. GAO is also achieving savings in travel usage from greater reliance on video teleconferencing.

Training

GAO has adopted the requirement of the Government Auditing Standards (published in 1988) that all audit and evaluation staff complete a minimum of 80 hours of continuing professional education every 2 years. This requirement enables GAO to ensure that staff keep current in their areas of expertise and continue to sharpen their skills so that audit and evaluation work in support of the Congress is of the highest quality. To meet this requirement, GAO is requesting funding be increased to permit greater use of educational institutions and development and delivery of more courses by the GAO Training Institute for GAO's professional, administrative, and executive staff.

ADP

In the ADP area, GAO is requesting funding for the capital investment cost (mostly network hardware/software) associated with expanding full network services to the units who will be relocated to newly renovated space in the GAO headquarters building, and completing the networks for several regional offices. Also, consistent with GAO's functional and technical requirements, this budget will support a microcomputer platform that allows users to simultaneously use several software applications, and supports a more user friendly "graphical user interface."

Facilities

GAO is requesting funding to maintain the construction schedule for removal of friable asbestos and subsequent renovation of the GAO building. Funding is also requested to begin the phased replacement of the concrete decking in both of the building's basements.

Other Services

GAO procures many services through interagency agreements and through contracts with private firms. A major factor in deciding whether to contract for services is the cost of providing the services in-house versus the cost of contractors.

Table 7 shows GAO's actual (fiscal year 1993) and estimated (fiscal years 1994 and 1995) costs for and numbers of contracts for those areas where assistance from public and private contractors.

Table 7. Object Class 25.0 Other Services

TYPE OF CONTRACT SERVICES	FY 1993		FY 1994		FY 1995	
	NO.	AMOUNT	NO.	AMOUNT	NO.	AMOUNT
Administrative Support	29	\$15,028,199	22	\$14,483,425	27	\$15,517,899
ADP Services	26	10,227,120	26	10,373,765	34	13,798,703
Audit Support	22	883,319	17	608,368	24	854,711
Health Services	20	617,724	26	748,033	28	820,637
Maintenance	9	2,419,350	13	2,512,422	15	2,888,357
Security Investigations	3	255,200	3	250,000	3	258,000
Training	13	818,762	11	682,810	12	751,708
Subtotal for Contracts	<u>122</u>	<u>\$30,249,674</u>	<u>118</u>	<u>\$29,666,623</u>	<u>143</u>	<u>\$34,888,012</u>
Miscellaneous Purchase Orders		8,974,328		8,555,377		9,773,988
Total - Other Services	<u>122</u>	<u>\$39,224,000</u>	<u>118</u>	<u>\$38,222,000</u>	<u>143</u>	<u>\$44,662,000</u>

Organizational Changes

During fiscal year 1993, the Accounting and Financial Management Division and the Information Management and Technology Division were merged forming the Accounting and Information Management Division to address the pervasive information management, technological, and financial problems underlying the effectiveness and credibility of the government. In addition, there were several changes in GAO's management team.

- Mr. Richard L. Fogel, formerly Assistant Comptroller General for General Government Programs, was appointed Assistant Comptroller General to lead efforts to further develop and implement quality management throughout the agency.
- Mr. Werner Grosshans, formerly Assistant Comptroller General for Policy, and Mr. Harry S. Havens, formerly the Assistant Comptroller General, retired.
- Mr. Ralph V. Carlone, formerly Assistant Comptroller General for Information Management and Technology Programs, was appointed Manager of the Atlanta Regional Office replacing Mr. James D. Martin, who retired.
- Mr. Johnny C. Finch, formerly Director of Planning and Reporting (GGD), was appointed Assistant Comptroller General for General Government Programs.
- Ms. Janet L. Shikles, formerly Director of Health Financing and Policy Issues, was appointed as Assistant Comptroller General for Human Resources Programs replacing Mr. Lawrence H. Thompson, who accepted a position in the executive branch.
- Mr. Bernard L. Unger, formerly Director of Federal Human Resource Management Issues (GGD), was appointed Director of the Office of Quality Management.
- Ms. Mary R. Hamilton, formerly Director of the Quality Management Group, was appointed Director of Operations (GGD).
- Mr. Arthur R. Goldbeck, formerly Director of Operations (NSIAD), was appointed Manager of the European Office.
- Mr. Sidney G. Winters, Jr., formerly the Chief Economist, left GAO for a position in the private sector.

ISSUE AREA/AREAS OF INTEREST	AVERAGE POSITION (ALLOCATED) FOR FY 1984							ATTACHMENT A
	GOO	HPO	NSAD	PCED	ABMD	PEMD	OTHER	TOTAL
—GOO—								
FINANCIAL INSTITUTIONS & MARKETS	112	0	0	0	0	0	0	112
INT'L TRADE, FINANCE AND COMPETITIVENESS	80	0	0	0	0	0	0	80
TAX POLICY & ADMINISTRATION	113	0	0	0	0	0	0	113
ADMINISTRATION OF JUSTICE	84	0	0	0	0	0	0	84
FEDERAL MANAGEMENT ISSUES	80	13	16	12	4	0	0	124
HUMAN RESOURCE MGMT ISSUES	71	0	0	0	0	0	0	71
GOV'T BUSINESS OPERATIONS	68	0	0	0	0	0	0	68
CLAIMS	44	0	0	0	0	0	0	44
ACG'S OFFICE & SUPPORT	72	0	0	0	0	0	0	72
SUBTOTAL	756	13	16	12	4	0	0	789
—HPO—								
INCOME SECURITY	0	128	0	3	0	0	0	128
HEALTH FINANCING & POLICY	0	81	0	0	0	0	0	81
FEDERAL HEALTH CARE DELIVERY	0	74	0	0	0	0	0	74
NATIONAL AND PUBLIC HEALTH	0	88	0	0	0	0	0	88
EDUCATION & EMPLOYMENT	0	110	0	0	0	0	0	110
NON-ISSUE AREA WORK	0	31	0	0	0	0	0	31
ACG'S OFFICE & SUPPORT	0	80	0	0	0	0	0	80
SUBTOTAL	0	567	0	3	0	0	0	580
—NSAD—								
NATIONAL SECURITY ANALYSIS	0	0	122	0	0	0	0	122
MILITARY OPERATIONS & CAPABILITIES	0	0	148	0	0	0	0	148
ACQUISITION POLICY, TECHNOLOGY & COMP	0	0	119	0	0	0	0	119
SYSTEMS DEVELOPMENT & PRODUCTION	0	0	182	0	0	0	0	182
DEFENSE MANAGEMENT & NASA	0	0	117	0	0	0	0	117
INTERNATIONAL AFFAIRS	0	0	128	0	0	0	0	128
ACG'S OFFICE & SUPPORT	0	0	87	0	0	0	0	87
SUBTOTAL	0	0	680	0	0	0	0	680
—PCED—								
ENERGY & SCIENCE	0	0	0	131	0	0	0	131
FOOD & AGRICULTURE	0	0	0	86	0	0	0	86
TRANSPORTATION	0	0	0	124	0	0	0	124
HOUSING & COMMUNITY DEVELOPMENT	0	0	0	78	0	0	0	78
ENVIRONMENTAL PROTECTION	0	0	16	118	0	0	0	131
NATURAL RESOURCES MANAGEMENT	0	0	0	86	0	0	0	86
ACG'S OFFICE & SUPPORT	0	0	0	97	0	0	0	97
SUBTOTAL	0	0	16	732	0	0	0	747
—ABMD—								
BUDGET ISSUES	0	0	0	0	30	0	0	30
CORPORATE AUDITS	0	0	0	0	114	0	0	114
DEFENSE AUDITS	0	0	0	0	118	0	0	118
CIVIL AUDITS	0	0	0	0	136	0	0	136
LEGISLATIVE REVIEWS & AUDIT OVERSIGHT	0	0	0	0	41	0	0	41
IBM CORE GROUP	0	0	0	0	56	0	0	56
DEFENSE & SECURITY INFO SYSTEMS	0	0	0	0	56	0	0	56
GENERAL GOVERNMENT INFO SYSTEMS	0	0	0	0	42	0	0	42
HUMAN RESOURCES INFO SYSTEMS	0	0	0	0	67	0	0	67
RESOURCES, COMB & ECON DEV INFO SYST	0	0	0	0	42	0	0	42
OTHER DIVISION WORK	0	0	0	0	38	0	0	38
ACG'S OFFICE & SUPPORT	0	0	0	0	74	0	0	74
SUBTOTAL	0	0	0	0	601	0	0	601
—PEMD—								
PROGRAM EVALUATION & METHODOLOGY	0	0	0	0	0	88	0	88
ACG'S OFFICE & SUPPORT	0	0	0	0	0	21	0	21
SUBTOTAL	0	0	0	0	0	109	0	109
—OTHER—								
INVESTIGATIONS	0	0	0	0	0	0	49	49
OFFICE OF THE CHIEF ECONOMIST	0	0	0	0	0	0	13	13
OFFICE OF THE GENERAL COUNSEL	0	0	0	0	0	0	287	287
SUBTOTAL	0	0	0	0	0	0	289	289
TOTAL MISSION RELATED WORK	756	570	692	747	606	109	289	4179
TOP MANAGEMENT & MISSION SUPPORT OFFICES								822
TOTAL GAO								4800

ISSUE AREA/AREAS OF INTEREST	AVERAGE POSITION (REQUESTED) FOR FY 1985							ATTACHMENT #	
	GOO	HRO	NSAD	RCED	ASAO	PEMO	OTHER	TOTAL	
---GOO---									
FINANCIAL INSTITUTIONS & MARKETS	107	0	0	0	0	0	0	107	
INT'L TRADE, FINANCE AND COMPETITIVENESS	80	0	0	0	0	0	0	80	
TAX POLICY & ADMINISTRATION	108	0	0	0	0	0	0	108	
ADMINISTRATION OF JUSTICE	84	0	0	0	0	0	0	84	
FEDERAL MANAGEMENT ISSUES	70	12	14	11	4	0	0	120	
HUMAN RESOURCE MGMT ISSUES	88	0	0	0	0	0	0	88	
GOV'T BUSINESS OPERATIONS	84	0	0	0	0	0	0	84	
CLAIMS	43	0	0	0	0	0	0	43	
ACG'S OFFICE & SUPPORT	71	0	0	0	0	0	0	71	
SUBTOTAL	726	12	14	11	4	0	0	767	
---HRO---									
INCOME SECURITY	0	118	0	3	0	0	0	121	
HEALTH FINANCING & POLICY	0	64	0	0	0	0	0	64	
FEDERAL HEALTH CARE DELIVERY	0	60	0	0	0	0	0	60	
NATIONAL AND PUBLIC HEALTH	0	82	0	0	0	0	0	82	
EDUCATION & EMPLOYMENT	0	108	0	0	0	0	0	108	
NON-ISSUE AREA WORK	0	30	0	0	0	0	0	30	
ACG'S OFFICE & SUPPORT	0	60	0	0	0	0	0	60	
SUBTOTAL	0	630	0	3	0	0	0	633	
---NSAD---									
NATIONAL SECURITY ANALYSIS	0	0	116	0	0	0	0	116	
MILITARY OPERATIONS & CAPABILITIES	0	0	138	0	0	0	0	138	
ACQUISITION POLICY, TECHNOLOGY & COMP	0	0	112	0	0	0	0	112	
SYSTEMS DEVELOPMENT & PRODUCTION	0	0	162	0	0	0	0	162	
DEFENSE MANAGEMENT & NASA	0	0	110	0	0	0	0	110	
INTERNATIONAL AFFAIRS	0	0	123	0	0	0	0	123	
ACG'S OFFICE & SUPPORT	0	0	86	0	0	0	0	86	
SUBTOTAL	0	0	645	0	0	0	0	645	
---RCED---									
ENERGY & SCIENCE	0	0	0	126	0	0	0	126	
FOOD & AGRICULTURE	0	0	0	82	0	0	0	82	
TRANSPORTATION	0	0	0	117	0	0	0	117	
HOUSING & COMMUNITY DEVELOPMENT	0	0	0	74	0	0	0	74	
ENVIRONMENTAL PROTECTION	0	0	14	111	0	0	0	125	
NATURAL RESOURCES MANAGEMENT	0	0	0	84	0	0	0	84	
ACG'S OFFICE & SUPPORT	0	0	0	86	0	0	0	86	
SUBTOTAL	0	0	14	688	0	0	0	712	
---ASAO---									
BUDGET ISSUES	0	0	0	0	30	0	0	30	
CORPORATE AUDITS	0	0	0	0	106	0	0	106	
DEFENSE AUDITS	0	0	0	0	110	0	0	110	
CIVIL AUDITS	0	0	0	0	127	0	0	127	
LEGISLATIVE REVIEWS & AUDIT OVERSIGHT	0	0	0	0	38	0	0	38	
IRM CORE GROUP	0	0	0	0	64	0	0	64	
DEFENSE & SECURITY INFO SYSTEMS	0	0	0	0	82	0	0	82	
GENERAL GOVERNMENT INFO SYSTEMS	0	0	0	0	40	0	0	40	
HUMAN RESOURCES INFO SYSTEMS	0	0	0	0	64	0	0	64	
RESOURCE, COMM & ECON DEV INFO SYST	0	0	0	0	40	0	0	40	
OTHER DIVISION WORK	0	0	0	0	36	0	0	36	
ACG'S OFFICE & SUPPORT	0	0	0	0	74	0	0	74	
SUBTOTAL	0	0	0	0	784	0	0	784	
---PEMO---									
PROGRAM EVALUATION & METHODOLOGY	0	0	0	0	0	64	0	64	
ACG'S OFFICE & SUPPORT	0	0	0	0	0	20	0	20	
SUBTOTAL	0	0	0	0	0	106	0	106	
---OTHER---									
INVESTIGATIONS	0	0	0	0	0	0	46	46	
OFFICE OF THE CHIEF ECONOMIST	0	0	0	0	0	0	13	13	
OFFICE OF THE GENERAL COUNSEL	0	0	0	0	0	0	209	209	
SUBTOTAL	0	0	0	0	0	0	268	268	
TOTAL MISSION RELATED WORK	726	642	673	712	788	106	264	3809	
=====									
TOP MANAGEMENT & MISSION SUPPORT OFFICES								619	
=====									
TOTAL GAO								4428	

Schedule A

GENERAL ACCOUNTING OFFICE
Summary by Organization and Object Class
(Dollars in thousands)

	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
By Organization								
Top Management	39	\$3,434	30	\$2,979	30	\$3,707		\$728
Program Divisions:								
GGD	486	32,651	477	33,496	472	35,805	(5)	2,309
HRD	303	21,216	300	21,655	297	23,164	(3)	1,509
NSIAD	477	33,768	466	34,898	461	37,242	(5)	2,344
RCED	453	32,254	446	33,219	440	35,400	(6)	2,181
Technical Divisions:								
AIMD	485	35,771	476	35,646	471	37,898	(5)	2,252
PEMD	87	6,312	87	6,352	86	6,786	(1)	434
Offices:								
OCE	14	1,150	13	1,489	13	1,602		113
OGC	217	16,497	207	16,648	203	17,625	(4)	977
OSI	38	3,275	38	3,293	38	3,520		227
Regional and Overseas	1,694	115,844	1,668	116,425	1,509	113,420	(159)	(3,005)
Mission Support	607	132,660	592	124,715	580	142,422	(12)	17,707
Total	4,900	\$434,832	4,800	\$430,815	4,600	\$458,591	(200)	\$27,776
By Object Class								
11 Personnel Compensation	4,900	\$274,478	4,800	\$276,658	4,600	\$288,204	(200)	\$11,546
12 Personnel Benefits		51,924		52,890		54,554		1,664
13 Benefits-Former Personnel		221		195		217		22
21 Travel and Transportation		15,068		13,967		13,428		(539)
22 Transportation of Things		225		210		316		106
23 Rent, Communications and Utilities		32,274		31,675		32,640		965
24 Printing and Reproduction		2,697		2,566		2,581		15
25 Other Services		39,224		38,222		44,662		6,440
26 Supplies and Materials		2,331		1,929		2,004		75
31 Furniture and Equipment		4,117		10,017		13,105		3,088
32 Land and Structures		12,264		2,451		6,838		4,387
42 Insurance Claims and Indemnities		9		35		42		7
Total	4,900	\$434,832	4,800	\$430,815	4,600	\$458,591	(200)	\$27,776

GENERAL ACCOUNTING OFFICE
Change Analysis - 1994 to 1995
(Dollars in thousands)

	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
By Organization					
Top Management	\$725	\$3			\$728
Program Divisions:					
GGD	2,641	23	(\$355)		2,309
HRD	1,685	18	(194)		1,509
NSIAD	2,698	35	(389)		2,344
RCED	2,601	28	(448)		2,181
Technical Divisions:					
AIMD	2,590	41	(379)		2,252
PEMD	486	7	(59)		434
Offices:					
OCE	113				113
OGC	1,279	9	(311)		977
OSI	219	4	4		227
Regional and Overseas	8,474	289	(11,768)		(3,005)
Mission Support	3,536	1,526	2,024	10,621	17,707
Total	\$27,047	\$1,983	(\$11,875)	\$10,621	\$27,776
By Object Class					
11 Personnel Compensation	\$23,193		(\$11,647)		\$11,546
12 Personnel Benefits	3,832		(2,168)		1,664
13 Benefits-Former Personnel	22				22
21 Travel and Transportation		419	(958)		(539)
22 Transportation of Things		6	100		106
23 Rent, Communications and Utilities		395	492	78	965
24 Printing and Reproduction		15			15
25 Other Services		890	2,306	3,244	6,440
26 Supplies and Materials		75			75
31 Furniture and Equipment		102		2,986	3,088
32 Land and Structures		74		4,313	4,387
42 Insurance Claims and Indemnities		7			7
Total	\$27,047	\$1,983	(\$11,875)	\$10,621	\$27,776

Schedule C

GENERAL ACCOUNTING OFFICE
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	4,800	\$430,815
I Adjustments to Base		
A. Mandatory Pay and Related Costs		
1 Annualization of FY 1994 Salaries		4,093
2 Ingrade Increases		4,173
3 Promotions		1,416
4 Civilian Pay Raise		5,159
5 Locality Pay		4,013
6 One Less Day		(1,083)
7 Positions Other Than Permanent		92
8 Terminal Leave Payments		350
9 Other Personnel Compensation		4,980
10 Personnel Benefits		3,832
11 Benefits for Former Personnel		<u>22</u>
		27,047
B Price Level Increases		
1 Travel - 3%		419
2 Transportation of Things - 3%		6
3 Office Space Rental - 3%		105
4 Rent, Communications and Utilities - 2%		290
5 Printing and Reproduction - 3%		15
6 Training - 3%		68
7 Foreign Affairs Administrative Support - 4%		17
8 Contract Services - 3%		706
9 Other Miscellaneous Services - 3%		99
10 Supplies and Materials - 3%		75
11 Furniture and Equipment - 3%		102
12 Land and Structures - 3%		74
13 Insurance Claims and Indemnities - 20%		<u>7</u>
		1,983
C Program Changes		
1 Workload		
a Staff Level Decreases		
(1) Permanent Positions		(11,647)
(2) Personnel Benefits		(2,168)
(3) Travel		(594)
(4) Training		(38)
b Program Enhancements		
(1) Travel		(364)
(2) Transportation of Things		100
(3) Rent, Communications and Utilities		492
(4) Training		163
(5) Contract Services		<u>2,181</u>
		(11,875)
D. Equipment, Alterations, Maintenance, Repairs, Etc		
1 Rent, Communications and Utilities		78
2 Contract Services		2,658
3 Other Miscellaneous Services		586
4 Furniture and Equipment		2,986
5 Land and Structures		<u>4,313</u>
		<u>10,621</u>
Net Increase (Decrease)	(200)	27,776
FY 1995 Total Request	4,600	\$458,591

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC { 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		4,093
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		4,173
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		1,416
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		5,159
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		4,013
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(1,083)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		92
<p>8. Terminal Leave Payments</p> <p>Payments for accrued annual leave upon termination of employment. Significant numbers of senior employees will become eligible to retire.</p>		350

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>9. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		4,980
<p>10. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		3,832
<p>11. Benefits for Former Personnel</p> <p>Annualization of the April 1994 pay raise for a retired Comptroller General and higher payments to the Department of Labor for unemployment compensation.</p>		22
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		419
<p>2. Transportation of Things - 3%</p> <p>Increased costs charged by moving service companies for the transportation of household goods involved in employee relocations and for the shipment of things by GAO.</p>		6

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
<p>3. Office Space Rental - 3%</p> <p>Changes in rates charged by the General Services Administration for office space used by GAO in Washington, D.C. and locations throughout the United States and for annualization of office space cost changes in fiscal year 1994.</p>		105
<p>4. Rent, Communications, and Utilities - 2%</p> <p>Includes the February 1995 change in postal rates, local telephone rates, and other miscellaneous rentals used to support work performed for the Congress.</p>		290
<p>5. Printing and Reproduction - 3%</p> <p>This funds an increase in costs for GPO printing of GAO reports and documents, costs of documents for which GAO rides other agencies' print orders, as well as typesetting and graphics services.</p>		15
<p>6. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		68
<p>7. Foreign Affairs Administrative Support - 4%</p> <p>These funds are paid to the U. S. Army and to the State Department for GAO's share of operational costs in Frankfurt, Germany.</p>		17
<p>8. Contract Services - 3%</p> <p>Contracts for computer and ADP services, personnel security investigations, operations and maintenance of the GAO building, government and non-government contract services in support of the agency's audit and evaluation work and GSA contract services.</p>		706

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
<p>9. Other Miscellaneous Services - 3%</p> <p>This funds increases in costs for maintenance of equipment such as microcomputers, photocopiers, typewriters, calculators, and print shop equipment, the storage of employees' household goods, and charges for health services assessed by the U.S. Public Health Service.</p>		99
<p>10. Supplies and Materials - 3%</p> <p>This level covers increases for such supplies as photo-copier machine paper, ADP supplies, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.</p>		75
<p>11. Furniture and Equipment - 3%</p> <p>This amount funds price level changes to maintain current equipment and furniture levels.</p>		102
<p>12. Land and Structures - 5%</p> <p>This amount funds changes in prices for asbestos removal and subsequent renovation of office space in the GAO building.</p>		74
<p>13. Insurance Claims and Indemnities - 20%</p> <p>This represents the estimated increase in the costs of claims for lost or damaged property incident to permanent changes of station.</p>		7
C. PROGRAM CHANGES		
1. Workload		
<p>a. Staff Level Decreases</p> <p>Funding reductions are for personnel compensation, benefits, travel, and training for the affected 200 average positions.</p>	(200)	(14,447)

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
C. PROGRAM CHANGES (continued)	Staff	Amount
b. Program Enhancements		
(1) Travel This reduction reflects savings resulting from greater usage of telecommunication services including video conferencing.		(364)
(2) Transportation of Things Allows movement to and from overseas offices and also includes funding for staff affected by regional office closings.		100
(3) Rent, Communications, and Utilities This results from increased telecommunications usage attributable to computer networking, facsimile transmissions, and video conferencing.		492
(4) Training This increase is needed to develop and deliver courses on audit techniques and quality management as well as other courses needed to enhance staff knowledge, skills and abilities so that staff continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		163
(5) Contract Services These funds will meet the increased need for ADP contract services to support the rollout of GAO's wide area network and LANs.		2,181

GENERAL ACCOUNTING OFFICE

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.	Staff	Amount
1. Rent, Communications, and Utilities This increase will permit the replacement and upgrade of some of the agency's photocopier and telecommunications equipment.		78
2. Contract Services The increase covers critical building operations and maintenance services required as well as support services in connection with modernization of office space subsequent to asbestos removal, and operation and maintenance of the telecommunications system.		2,658
3. Other Miscellaneous Services This increase will fund maintenance of new ADP equipment, microcomputers and related software.		586
4. Furniture and Equipment This increase will fund the rollout of GAO's network including data collection and analysis software and hardware and systems furniture needed for renovation of the GAO building.		2,986
5. Land and Structures The increase will permit the upgrading of the heating, ventilation, and air conditioning system and continuation of asbestos removal from the GAO building.		4,313

Schedule D

GENERAL ACCOUNTING OFFICE
FY 1995 Budget Report
(Dollars in thousands)

	Staff	Amount
FY 1994 Appropriation	4,800	\$430,815
FY 1995 Proposed Changes		
Mandatory Pay		27,047
Price Level		1,983
Workload		
—Staff Changes	-200	(14,447)
— Other		2,572
Equipment, Alterations, Maintenance, Repairs, Etc.		10,621
Total Proposed Changes		27,776
	4,600	\$458,591

GENERAL ACCOUNTING OFFICE
Ten Year Quantitative Date
(Not adjusted for inflation)
(Dollars in thousands)

Item	1986	1987	1988	1989	1990	1991	1992	1993	1994 Est	1995 Est
11 Personnel Compensation	195,891	203,620	211,205	221,020	233,320	252,353	272,576	274,478	276,658	288,204
12 Personnel Benefits	23,391	26,985	31,777	35,860	39,411	44,793	50,351	51,924	52,890	54,554
21 Benefits for Former Personnel	189	200	178	201	184	228	240	221	195	217
13 Travel and Transportation	12,549	14,981	15,521	17,312	17,758	20,399	21,178	15,068	13,967	13,428
22 Transportation of Things	515	620	556	619	385	435	466	225	210	316
23 Rent, Communications and Utilities	25,327	31,922	36,517	22,317	22,026	27,232	32,881	32,274	31,675	32,640
24 Printing and Reproduction	2,443	2,825	2,929	3,084	3,417	3,708	3,746	2,697	2,566	2,581
25 Other Services	19,203	21,328	21,558	28,640	32,806	34,273	42,123	39,224	38,222	44,662
26 Supplies and Materials	2,363	1,966	2,277	2,269	2,388	2,857	3,047	2,331	1,929	2,004
31 Furniture and Equipment	3,783	3,501	5,660	7,817	6,096	12,656	10,847	4,117	10,017	13,105
32 Land and Structures	1,837	492	1,252	7,300	5,627	10,074	4,595	12,264	2,451	6,838
42 Insurance Claims and Indemnities	38	124	68	101	22	72	37	9	35	42
50 Interagency Transfer				(5,564)						
Total	287,529	308,564	329,498	346,540	357,876	409,080	442,087	434,832	430,815	458,591
Number of Products 1/	15,307	16,911	17,292	17,193	17,007	17,273	14,861	14,715	14,930	14,930
Number of Average Positions	5,019	5,016	5,042	5,061	5,077	5,069	5,062	4,900	4,800	4,600
Top Management Average Positions	25	29	35	35	37	35	28	39	30	30
Mission Average Positions	4,371	4,399	4,413	4,426	4,414	4,407	4,414	4,254	4,178	3,990
Mission Support Average Positions	623	588	594	600	626	627	620	607	592	580
Average Positions Per Product	0.33	0.30	0.29	0.29	0.30	0.29	0.34	0.33	0.32	0.31

1/ Beginning with fiscal year 1986, GAO included cases closed by its Claims Group in the total number of products issued.

GENERAL ACCOUNTING OFFICE
Full Time Equivalent Positions

Year	Maximum FTE Level	Projected Reduction From Base	Agency Estimate
Fiscal Year 1992 Base	5,204		
Fiscal Year 1994	5,074	130	208
Fiscal Year 1995	4,996	208	0
GS-14 and Above			
Staff as of September 30, 1992	2,175		
Fiscal Year 1994	2,162	13	20
Fiscal Year 1995	2,155	20	0

US GENERAL ACCOUNTING OFFICE
Administrative Expenses
(Dollars in Thousands)

	FY93 BASE	FY94 ESTIMATE	FY95 ESTIMATE
Calculation of Administrative Expenses:			
Object Class 20 Series	94,189	88,569	95,631
Less Rental Expenses	(32,882)	(31,675)	(32,640)
Programmatic, Mission -Essential Expenses	(28,580)	(27,275)	(29,563)
Reimbursable Expenses	2,619	500	500
Legally Mandated Expenses			
Administrative Expenses	35,346	30,119	33,928
Calculation of Maximum Administrative Expenses			
Base Year (FY93) Expenses		35,346	35,346
Adjustment for Inflation		954	1,909
Adjusted Base year Expenses		36,300	37,255
Required Reduction		(1,060)	(2,121)
Maximum Administrative Expenses		35,240	35,134

TOP MANAGEMENT
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	39	\$2,924	30	\$2,433	30	\$3,141		\$708
12 Personnel Benefits		384		451		468		17
21 Travel and Transportation		70		70		72		2
25 Other Services		37		13		14		1
26 Supplies and Materials		19		11		11		
31 Furniture and Equipment				1		1		
Total	39	\$3,434	30	\$2,979	30	\$3,707		\$728

Schedule B-1

TOP MANAGEMENT
Change Analysis - 1994 to 1995
(Dollars in thousands)

Object Class	Mandatory	Price Level	Total
11 Personnel Compensation	\$708		\$708
12 Personnel Benefits	17		17
21 Travel and Transportation		\$2	2
25 Other Services		1	1
Total	\$725	\$3	\$728

Schedule C-1

TOP MANAGEMENT
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	30	\$2,979
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		15
2. Ingrade Increases		18
3. Promotions		4
4. Civilian Pay Raise		49
5. Locality Pay		16
6. One Less Day		(10)
7. Other Personnel Compensation		616
8. Personnel Benefits		<u>17</u>
		725
B. Price Level Increases		
1. Travel - 3%		2
2. Contract Services - 3%		<u>1</u>
		3
Net Increase (Decrease)		728
FY 1995 Total Request	30	\$3,707

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
1. Annualization of Fiscal Year 1994 Salaries Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.		15
2. Ingrade Increases Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.		18
3. Promotions Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.		4
4. Civilian Pay Raise Anticipated January 1995 civilian pay raise of 2.6 percent.		49
5. Locality Pay Payment of the second year of locality pay based on the location of GAO employees.		16
6. One Less Day This amount funds one less day in fiscal year 1995.		(10)
7. Other Personnel Compensation The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.		616

TOP MANAGEMENT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		17
B. PRICE LEVEL INCREASES		
1. Travel - 3% Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		2
2. Contract Services - 3% Contracts for non-government contract services in support of top management initiatives.		1

Top Management Products Issued in FY 1993, and estimated for FY 1994 and FY 1995 by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Letter Reports	45	45	45
Subtotal	45	45	45
B. Testimony	13	5	5
Total	58	50	50

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones.

TOP MANAGEMENT
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	39	30	30	\$2,924	\$2,433	\$3,141
11 0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	39	30	30	2,914	2,425	2,517
				10	8	624
25 0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

TOP MANAGEMENT

The Office of the Comptroller General consists of the Comptroller General, the Special Assistant to the Comptroller General, the Counselor to the Comptroller General, an Assistant Comptroller General who handles special assignment, and the Assistant Comptrollers General for Planning and Reporting and for Operations. The Counselor to the Comptroller General provides advice on federal financial management and legislative reform; changes in the securities, banking, and accounting areas; and other regulatory issues. The Assistant Comptroller General for Planning and Reporting oversees GAO's audit and evaluation work plans and the quality of GAO's products including post assignment quality reviews (PAQRS). The Assistant Comptroller General for Operations provides operational leadership, guidance, and support to GAO's organizational units and oversees GAO's human resources, operations, and administrative policies and procedures. Combined, the work of these officials provides a single focus for coordinating and directing the entire organization.

Schedule A-1

GENERAL GOVERNMENT DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	486	\$26,988	477	\$27,601	472	\$29,600	(5)	\$1,999
12 Personnel Benefits		4,855		5,119		5,418		299
21 Travel and Transportation		524		524		501		(23)
25 Other Services		157		160		191		31
26 Supplies and Materials		84		88		91		3
31 Furniture and Equipment		43		4		4		
Total	486	\$32,651	477	\$33,496	472	\$35,805	(5)	\$2,309

Schedule B-1

GENERAL GOVERNMENT DIVISION
Change Analysis - 1994 to 1995
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$2,288		(\$289)	\$1,999
12 Personnel Benefits	353		(54)	299
21 Travel and Transportation		\$16	(39)	(23)
25 Other Services		4	27	31
26 Supplies and Materials		3		3
Total	\$2,641	\$23	(\$355)	\$2,309

GENERAL GOVERNMENT DIVISION
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	477	\$33,496
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		406
2. Ingrade Increases		448
3. Promotions		143
4. Civilian Pay Raise		534
5. Locality Pay		418
6. One Less Day		(112)
7. Positions Other Than Permanent		2
8. Other Personnel Compensation		449
8. Personnel Benefits		<u>353</u>
		2,641
B. Price Level Increases		
1. Travel - 3%		16
2. Training - 3%		2
3. Contract Services - 3%		2
4. Supplies and Materials - 3%		<u>3</u>
		23
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(289)
(2) Personnel Benefits		(54)
(3) Travel		(15)
(4) Training		(2)
b. Program Enhancements		
(1) Travel		(24)
(2) Training		9
(3) Contract Services		<u>20</u>
		(355)
Net Increase (Decrease)	(5)	2,309
FY 1995 Total Request	472	\$35,805

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>	(5)	406
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		448
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		143
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		534
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		418
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(112)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		2

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>8. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		449
<p>9. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		353
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		16
<p>2. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		2
<p>3. Contract Services - 3%</p> <p>This level will cover cost changes of contracts for non-government contract services in support of GGD audit work.</p>		2

GENERAL GOVERNMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
4. Supplies and Materials - 3% This level covers increases for such supplies as photo-copier machine paper, ADP supplies, materials used in preparation of GGD audit reports, and subscriptions to periodicals.		3
C. PROGRAM CHANGES		
1. Workload		
a. Staff Level Decreases Funding reductions are for personnel compensation, benefits, travel, and training for the affected 5 average positions.	(5)	(360)
b. Program Enhancements		
(1) Travel This reduction reflects savings resulting from greater usage of telecommunication services including video conferencing.		(24)
(2) Training This increase is needed to develop and deliver courses on audit techniques and quality management as well as other courses needed to enhance GGD staff knowledge, skills and abilities so that staff can continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		9
(3) Contract Contracts This increase is needed to secure more contracts for services in support of GGD audit work.		20

GGD Products Issued in FY 1993, and estimated for FY 1994 and FY 1995
by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Briefing Reports	10	10	10
2. Fact Sheets	13	13	13
3. Letter Reports	85	85	85
4. Chapter Reports	26	30	30
5. Correspondence	23	25	25
B. Agency and Other			
1. Letter Reports	3	2	2
2. Correspondence	22	22	22
C. Congressional Briefings	19	20	20
Subtotal	201	207	207
D. Testimony	41	40	40
E. Congressional Inquiries on Claims Activities	104	105	105
F. Other	9,100	9,200	9,200
Total	9,446	9,552	9,552

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones.

GENERAL GOVERNMENT DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	486	477	472	\$26,988	\$27,601	\$29,600
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	497 10	488 6	479 6	26,912 74 2	27,564 36 1	29,112 38 450
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

GENERAL GOVERNMENT DIVISION

The General Government Division (GGD) coordinates GAO's work in the areas of federal oversight of financial institutions, tax policy and administration, administration of justice, general management issues, civilian personnel matters, government business operations and information, and international trade and policy matters.

The division's audit coverage includes the Departments of Justice and Treasury; the Office of Management and Budget; the General Services Administration; the Office of Personnel Management; federal banking regulatory agencies including the Federal Reserve Board, the Federal Deposit Insurance Corporation, the Office of Thrift Supervision, the Federal Housing Finance Board, the Office of the Comptroller of the Currency, the Securities and Exchange Commission, and the Commodity Futures Trading Commission; the District of Columbia government; the Bureau of the Census in the Department of Commerce; the National Archives and Records Administration; the Smithsonian Institution; the Government Printing Office; the U. S. Postal Service; the International Trade Administration; the International Trade Commission; and the Office of the U. S. Trade Representative.

The division's Claims Group adjudicates claims by or against the U.S. involving doubtful questions of law or fact and oversees the disbursement of funds for settlements arising out of certain litigation and other matters.

The following summary shows the total agency average positions planned to meet GGD responsibilities during fiscal years 1994 and 1995.

<u>Issue Areas/Areas of Interest</u> <u>Led by GGD</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Financial Institutions and Markets	112	107	(5)
International Trade, Finance and Competitiveness	80	80	
Tax Policy and Administration	113	106	(7)
Administration of Justice	94	88	(6)
Federal Management Issues	124	120	(4)
Human Resources Management Issues	71	68	(3)
Government Business Operations	89	84	(5)
Claims	44	43	(1)
ACG's Office and Support	<u>72</u>	<u>71</u>	<u>(1)</u>
Subtotal	799	767	(32)

GENERAL GOVERNMENT DIVISION

	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
<u>GGD Assist Work in Issue Areas Led by Other Divisions</u>	<u> </u>	<u> </u>	<u> </u>
Subtotal	799	767	(32)
<u>Other Divisions' Contribution to GGD Led Issue Areas/Areas of Interest (HRD, NSIAD, RCED, AIMD)</u>	<u> (44) </u>	<u> (41) </u>	<u> (3) </u>
GGD Organizational Responsibility	755	726	(35)
Average Positions Used by Regions	278	254	(24)
GGD Headquarters Average Positions	<u>477</u>	<u>472</u>	<u>(5)</u>
Total	715	686	(29)
	=====	=====	=====

Schedule A-1

HUMAN RESOURCES DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	303	\$17,335	300	\$17,792	297	\$19,075	(3)	\$1,283
12 Personnel Benefits		3,207		3,301		3,492		191
21 Travel and Transportation		537		408		396		(12)
23 Rent, Communications and Utilities				4		5		1
25 Other Services		75		67		109		42
26 Supplies and Materials		27		79		83		4
31 Furniture and Equipment		35		4		4		
Total	303	\$21,216	300	\$21,655	297	\$23,164	(3)	\$1,509

Schedule B-1

HUMAN RESOURCES DIVISION
 Change Analysis - 1994 to 1995
 (Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$1,461		(\$178)	\$1,283
12 Personnel Benefits	224		(33)	191
21 Travel and Transportation		\$12	(24)	(12)
23 Rent, Communications and Utilities		1		1
25 Other Services		1	41	42
26 Supplies and Materials		4		4
Total	\$1,685	\$18	(\$194)	\$1,509

Schedule C-1

HUMAN RESOURCES DIVISION
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	300	\$21,655
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		255
2. Ingrade Increases		282
3. Promotions		90
4. Civilian Pay Raise		346
5. Locality Pay		264
6. One Less Day		(72)
7. Positions Other Than Permanent		1
8. Other Personnel Compensation		295
9. Personnel Benefits		<u>224</u>
		1,685
B. Price Level Increases		
1. Travel - 3%		12
2. Training - 3%		1
3. Rent, Communications and Utilities - 2%		1
4. Supplies and Materials - 3%		<u>4</u>
		18
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(178)
(2) Personnel Benefits		(33)
(3) Travel		(9)
(4) Training		(1)
b. Program Enhancements		
(1) Travel		(15)
(2) Training		5
(3) Contract Services		<u>37</u>
		<u>(194)</u>
Net Increase (Decrease)	(3)	1,509
FY 1995 Total Request	297	\$23,164

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		255
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		282
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		90
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		346
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the GAO employees.</p>		264
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(72)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		1

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>8. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		295
<p>9. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		224
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		12
<p>2. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		1
<p>3. Rent, Communications and Utilities - 2%</p> <p>The increase is to meet cost changes for miscellaneous equipment rentals used to support work performed for the Congress.</p>		1

HUMAN RESOURCES DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
4. Supplies and Materials - 3% This level covers increases for such supplies as photocopier machine paper, ADP supplies, materials used in preparation of audit reports and subscriptions to periodicals.		4
C. PROGRAM CHANGES		
1. Workload		
a. Staff Level Decreases Funding reductions are for personnel compensation, benefits, travel, and training for the affected 3 average positions.	(3)	(221)
b. Other Program Enhancements		
(1) Travel This reduction reflects further savings occurring from greater usage of telecommunications services including video conferencing.		(15)
(2) Training The increase will ensure that staff members maintain high-level knowledge, skills and abilities necessary to provide efficient responses to the Congress within specified time frames.		5
(3) Contract Services These funds will provide for the utilization of expert assistance in audit and evaluation work in the areas of income security, education and employment, federal health care, and public health.		37

HRD Products Issued in FY 1993, and estimated for FY 1994 and FY 1995 by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Briefing Reports	4	5	5
2. Fact Sheets	4	5	5
3. Letter Reports	76	80	80
4. Chapter Reports	14	15	15
5. Correspondence	26	27	27
B. Agency and Other			
1. Letter Reports	3	3	3
C. Congressional Briefings	21	25	25
Subtotal	148	160	160
D. Testimony	32	35	35
Total	180	195	195

1/ GAO produces many things that could be considered agency products.

The list above notes only the principal ones.

Schedule E-1

HUMAN RESOURCES DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	303	300	297	\$17,335	\$17,792	\$19,075
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	308 62	304 50	302 50	17,308 27	17,776 16	18,763 17 295
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

HUMAN RESOURCES DIVISION

The Human Resources Division (HRD) serves as the lead division for GAO's work in the areas of education and employment, health, and income security. The division provides audit coverage for the Departments of Veterans' Affairs, Labor, Health and Human Services, and Education; the Consumer Product Safety Commission; the Pension Benefit Guaranty Corporation; the Legal Services Corporation; ACTION; the Railroad Retirement Board; the Equal Employment Opportunity Commission; all federal health programs; and various small commissions and independent agencies.

The following summary shows the total agency average positions planned to meet HRD responsibilities during fiscal years 1994 and 1995.

<u>Issue Areas/Areas of Interest</u> <u>Led by HRD</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Income Security	128	121	(7)
Health Financing and Policy	91	85	(6)
Federal Health Care Delivery	74	69	(5)
National and Public Health	66	62	(4)
Education and Employment	110	106	(4)
Non-Issue Area Work	31	30	(1)
ACG's Office and Support	<u>60</u>	<u>60</u>	
Subtotal	560	533	(27)
 <u>HRD Assist Work in Issue Areas</u> <u>Led by Other Divisions</u>			
GGD/Federal Management Issues	<u>13</u>	<u>12</u>	<u>(1)</u>
Subtotal	573	545	(28)
 <u>Other Divisions' Contributions to HRD-</u> <u>Led Issue Areas/Areas of Interest</u> <u>(RCED)</u>			
HRD Organizational Responsibility	570	542	(28)
 Average Positions Used by Regions			
HRD Headquarters Average Positions	<u>270</u>	<u>245</u>	<u>(25)</u>
	<u>300</u>	<u>297</u>	<u>(3)</u>
Total	570	542	(28)
	=====	=====	=====

Schedule A-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	477	\$28,042	466	\$28,449	461	\$30,481	(5)	\$2,032
12 Personnel Benefits		4,596		5,280		5,584		304
21 Travel and Transportation		1,043		1,043		1,035		(8)
25 Other Services		53		63		77		14
26 Supplies and Materials		32		61		63		2
31 Furniture and Equipment		2		2		2		
Total	477	\$33,768	466	\$34,898	461	\$37,242	(5)	\$2,344

Schedule B-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Change Analysis - 1994 to 1995
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$2,337		\$(305)	\$2,032
12 Personnel Benefits	361		(57)	304
21 Travel and Transportation		\$31	(39)	(8)
25 Other Services		2	12	14
26 Supplies and Materials		2		2
Total	\$2,698	\$35	\$(389)	\$2,344

Schedule C-1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	466	\$34,898
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		414
2. Ingrade Increases		452
3. Promotions		147
4. Civilian Pay Raise		551
5. Locality Pay		428
6. One Less Day		(115)
7. Positions Other Than Permanent		1
8. Other Personnel Compensation		459
9. Personnel Benefits		<u>361</u>
		2,698
B. Price Level Increases		
1. Travel - 3%		31
2. Training - 3%		1
3. Contract Services - 2%		1
4. Supplies and Materials - 3%		<u>2</u>
		35
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(305)
(2) Personnel Benefits		(57)
(3) Travel		(15)
(4) Training		(2)
b. Program Enhancements		
(1) Travel		(24)
(2) Training		8
(3) Contract Services		<u>6</u>
		<u>(389)</u>
Net Increase (Decrease)	(5)	2,344
FY 1995 Total Request	461	\$37,242

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		414
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		452
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		147
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		551
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		428
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(115)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>8. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		459
<p>9. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		361
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		31
<p>2. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		1
<p>3. Contract Services - 2%</p> <p>Price increases for contract services in support of the NSIAD's audit and evaluation work.</p>		1

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
4. Supplies and Materials - 3% This level covers increases for such supplies as materials used in preparation of audit reports, subscriptions to periodicals.		2
C. PROGRAM CHANGES		
1. Workload		
a. Staff Level Decreases Funding reductions are for personnel compensation, benefits, travel, and training for the affected 200 average positions.		(379)
b. Program Enhancements		
(1) Travel This reduction reflects savings occurring from greater usage of telecommunications services including video conferencing.		(24)
(2) Training This increase is needed to keep NSIAD staff current in their areas of expertise so that they can continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		8
(3) Contract Service Increase for contract services in support of the NSIAD's audit and evaluation work.		6

NSIAD Products Issued in FY 1993, and estimated for FY 1994 and FY 1995
by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Briefing Reports	10	10	10
2. Fact Sheets	8	10	10
3. Letter Reports	111	115	115
4. Chapter Reports	69	70	70
5. Correspondence	31	33	33
B. Agency and Other			
1. Letter Reports	11	10	10
2. Chapter Reports	8	10	10
3. Correspondence	9	10	10
C. Congressional Briefings	28	30	30
Subtotal	285	298	298
D. Testimony	19	20	20
Total	304	318	318

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones.

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	477	466	461	\$28,042	\$28,449	\$30,481
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	474 31	467 23	464 23	28,016 24 2	28,434 13 2	30,006 14 461
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

The National Security and International Affairs Division's (NSIAD) work covers U.S. national and international programs concerned with protecting the nation and advancing the international political, economic, and military interests of the United States. This work includes reviewing activities that foster U.S. national security, such as maintaining armed forces and civilian support activities; developing and using defense weapon systems, including nuclear warheads; and conducting defense research. NSIAD audits Department of Energy programs related to national defense matters (such as naval ship reactors), defense stockpiles outside the Departments of Defense and Energy, international security assistance programs involving the transfer of defense articles and services to foreign governments, programs and activities of the U.S. space program, and the National Aeronautics and Space Administration.

NSIAD audits foreign affairs activities, including development assistance programs and diplomatic operations of the Department of State and related agencies, such as the Arms Control and Disarmament Agency, the United States Information Agency, and the Agency for International Development. NSIAD also audits federal programs affecting U.S. international commercial interests such as export and import controls and trade agreements, as well as U.S. roles and contributions to international organizations including the United Nations and the multinational banks.

The following summary shows GAO's planned average positions to meet NSIAD responsibilities during fiscal years 1994 and 1995.

<u>Issue Areas/Areas of Interest Led by NSIAD</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
National Security Analysis	122	115	(7)
Military Operations and Capabilities	148	138	(10)
Acquisition Policy, Technology and Competitiveness	119	112	(7)
Systems Development and Production	162	152	(10)
Defense Management and NASA	117	110	(7)
International Affairs	128	123	(5)
ACG's Office and Support	<u>97</u>	<u>95</u>	<u>(2)</u>
Subtotal	893	845	(48)
 <u>NSIAD Assist Work in Issue Areas Led by Other Divisions</u>			
GGD/Federal Management Issues	15	14	(1)
RCED/Environmental Protection	<u>15</u>	<u>14</u>	<u>(1)</u>
Subtotal	923	873	(50)

NATIONAL SECURITY AND INTERNATIONAL AFFAIRS DIVISION

	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
<u>Other Divisions' Contributions to NSIAD-</u> <u>Led Issue Areas/Areas of Interest</u>	<u> </u>	<u> </u>	<u> </u>
NSIAD Organizational Responsibility	923	873	(50)
Average Positions Used by Regions	457	412	(45)
NSIAD Headquarters Average Positions	<u>466</u>	<u>461</u>	<u>(5)</u>
Total	923	873	(50)
	=====	=====	=====

Schedule A-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	453	\$26,700	446	\$27,286	440	\$29,176	(6)	\$1,890
12 Personnel Benefits		4,673		5,030		5,309		279
21 Travel and Transportation		730		668		648		(20)
23 Rent, Communications and Utilities				4		4		
25 Other Services		118		111		138		27
26 Supplies and Materials		30		118		123		5
31 Furniture and Equipment		3		2		2		
Total	453	\$32,254	446	\$33,219	440	\$35,400	(6)	\$2,181

Schedule B-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
 Change Analysis - 1994 to 1995
 (Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$2,254		\$(364)	\$1,890
12 Personnel Benefits	347		(68)	279
21 Travel and Transportation		\$20	(40)	(20)
25 Other Services		3	24	27
26 Supplies and Materials		5		5
Total	\$2,601	\$28	\$(448)	\$2,181

Schedule C-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	446	\$33,219
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		401
2. Ingrade Increases		434
3. Promotions		141
4. Civilian Pay Raise		525
5. Locality Pay		412
6. One Less Day		(110)
7. Positions Other Than Permanent		7
8. Other Personnel Compensation		444
9. Personnel Benefits		<u>347</u>
		2,601
B. Price Level Increases		
1. Travel - 3%		20
2. Training - 3%		2
3. Contract Services - 3%		1
4. Supplies and Materials - 3%		<u>5</u>
		28
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(364)
(2) Personnel Benefits		(68)
(3) Travel		(17)
(4) Training		(2)
b. Program Enhancements		
(1) Travel		(23)
(2) Training		8
(3) Contract Services		<u>18</u>
		<u>(448)</u>
Net Increase (Decrease)	(6)	2,181
FY 1995 Total Request	440	\$35,400

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		401
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		434
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		141
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		525
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay to cities having GAO employees in fiscal year 1995.</p>		412
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(110)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raises.</p>		7

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>8. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994. The increase is needed to restore confidence in GAO's pay systems, which have gone two years without bonus payments.</p>		444
<p>9. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		347
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		20
<p>2. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		2
<p>3. Contract Services - 3%</p> <p>Contracts for government and private contractor assistance for audit evaluation work on congressional request assignments.</p>		1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES	Staff	Amount
<p>4. Supplies and Materials - 3%</p> <p>This level covers cost increases for such supplies as photo-copier machine paper, ADP supplies, materials used in preparation of audit reports, and subscriptions to periodicals.</p>		5
C. PROGRAM CHANGES		
1. Workload		
<p>a. Staff Level Decreases</p> <p>Funding reductions are for personnel compensation, benefits, travel, and training for the affected 6 average positions.</p>	(6)	(451)
b. Program Enhancements		
<p>(1) Travel</p> <p>This reduction reflects further savings occurring from greater usage of telecommunication services including video conferencing.</p>		(23)
<p>(2) Training</p> <p>The increase is to ensure that staff members maintain high-level knowledge, skills and abilities necessary to provide efficient responses to the Congress within specified time frames.</p>		8
<p>(3) Contract Services</p> <p>These funds will provide increased utilization of expert assistance the areas of energy and science, agriculture, environmental protection and natural resource management.</p>		18

RCED Products Issued in FY 1993, and estimated for FY 1994 and FY 1995
by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Briefing Reports	6	5	5
2. Fact Sheets	12	12	12
3. Letter Reports	97	100	100
4. Chapter Reports	49	50	50
5. Correspondence	24	25	25
B. Agency and Other			
1. Letter Reports	3	2	2
2. Correspondence	2	3	3
C. Congressional Briefings	30	30	30
Subtotal	223	227	227
D. Testimony	65	65	65
Total	288	292	292

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones.

Schedule E-1

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	453	446	440	\$26,700	\$27,286	\$29,176
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	466 39	458 26	452 28	26,364 336	27,086 200	28,525 207 444
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is do to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

RESOURCES, COMMUNITY, AND ECONOMIC DEVELOPMENT DIVISION

The Resources, Community, and Economic Development Division (RCED) serves as the lead division for GAO's work in the areas of food and agriculture, energy and science, technology, environmental protection, housing and community development, natural resources management, and transportation and communication.

The division provides audit coverage for the Departments of Agriculture, Commerce, Energy, Housing and Urban Development, Interior, and Transportation; the Army Corps of Engineers (civil functions); the Environmental Protection and Federal Emergency Management Agencies; the Small Business Administration; the Interstate Commerce, Federal Maritime, Federal Communications and Nuclear Regulatory Commissions; the National Science Foundation; and a variety of boards, commissions, and quasi-governmental entities relating to RCED's key areas of work.

The following summary shows the total agency average positions planned to meet RCED responsibilities during fiscal years 1994 and 1995.

<u>Issue Areas/Areas of Interest</u> <u>Led by RCED</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Energy and Science	131	125	(6)
Food and Agriculture	98	92	(6)
Transportation	124	117	(7)
Housing and Community Development	78	74	(4)
Environmental Protection	131	125	(6)
Natural Resources Management	88	84	(4)
ACG's Office and Support	<u>97</u>	<u>95</u>	<u>(2)</u>
Subtotal	747	712	(35)
	=====	=====	=====
<u>RCED Assist Work in Issue Areas Led</u> <u>by Other Divisions</u>			
GGD/Federal Management Issues	12	11	(1)
HRD/Income Security	<u>3</u>	<u>3</u>	<u></u>
Subtotal	762	726	(36)
	=====	=====	=====
<u>Other Divisions' Contributions to RCED-</u> <u>Led Issue Areas/Areas of Interest</u> <u>(NSIAD)</u>			
	<u>(15)</u>	<u>(14)</u>	<u>(1)</u>
RCED Organizational Responsibility	747	712	(35)
Average Positions Used by Regions	301	272	(29)
RCED Headquarters Average Positions	<u>446</u>	<u>440</u>	<u>(6)</u>
Total	747	712	(35)
	=====	=====	=====

Schedule A-1

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	485	\$28,483	476	\$28,707	471	\$30,700	(5)	\$1,993
12 Personnel Benefits		5,411		5,313		5,537		224
21 Travel and Transportation		1,024		1,020		1,012		(8)
23 Rent, Communications, and Utilities				5		6		1
25 Other Services		811		555		595		40
26 Supplies and Materials		37		41		43		2
31 Furniture and Equipment		5		5		5		
Total	485	\$35,771	476	\$35,646	471	\$37,898	(5)	\$2,252

Schedule B-1

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION
 Change Analysis - 1994 to 1995
 (Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$2,308		(\$315)	\$1,993
12 Personnel Benefits	282		(58)	224
21 Travel and Transportation		\$31	(39)	(8)
23 Rent, Communications, and Utilities		1		1
25 Other Services		7	33	40
26 Supplies and Materials		2		2
Total	\$2,590	\$41	(\$379)	\$2,252

Schedule C-1

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	476	\$35,646
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		402
2. Ingrade Increases		454
3. Promotions		144
4. Civilian Pay Raise		557
5. Locality Pay		423
6. One Less Day		(116)
7. Positions Other Than Permanent		2
8. Other Personnel Compensation		442
9. Personnel Benefits		<u>282</u>
		2,590
B. Price Level Increases		
1. Travel - 3%		31
2. Rent, Communications and Utilities - 2%		1
3. Training - 3%		6
4. Contract Services - 3%		1
5. Supplies and Materials - 3%		<u>2</u>
		41
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(315)
(2) Personnel Benefits		(58)
(3) Travel		(15)
(4) Training		(2)
b. Program Enhancements		
(1) Travel		(24)
(2) Training		9
(3) Contract Services		<u>26</u>
		(379)
Net Increase (Decrease)	(5)	2,252
FY 1995 Total Request	471	\$37,898

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		402
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		454
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		144
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		557
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		423
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(116)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		2

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>8. Other Personnel Compensation</p> <p>The increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		442
<p>9. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		282
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with authority granted in P.L. 99-234.</p>		31
<p>2. Rent, Communications, and Utilities - 2%</p> <p>The increase to meet cost changes for miscellaneous equipment rentals used to support work performed for the Congress.</p>		1
<p>3. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		6

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
4. Contract Services 3% This increase is for changes in the cost of non-government contract services in support of GAO audit and evaluation work.		1
5. Supplies and Materials 3% This level covers the cost increases for subscriptions and periodicals.		2
C. PROGRAM CHANGES		
1. Workload		
a. Staff Level Decreases Funding reductions are for personnel compensation, benefits, travel, and training for the affected 5 average positions.	(5)	(390)
b. Program Enhancements		
(1) Travel This reduction reflects savings resulting from greater usage of telecommunications services including video conferencing.		(24)
(2) Training This increase is needed to ensure that AIMD staff keep abreast of the latest developments in financial management, ADP, and telecommunications fields including data structure and advance programming techniques, computer system performance management, and cost benefit analysis of ADP systems.		9

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
C. PROGRAM CHANGES (continued)	Staff	Amount
b. Program Enhancements		
(1) Contract Services This increase will support AIMD's continuing work on needed improvements in defense, financial management and the financial services industry. Also, AIMD assists other agencies to ensure that federal money spent on computers and telecommunications is used economically and results in efficient and effective systems.		26

AIMD Products Issued in FY 1993, and estimated for FY 1994 and FY 1995
by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Briefing Reports	4	8	8
2. Fact Sheets	3	5	5
3. Letter Reports	55	60	60
4. Chapter Reports	12	15	15
5. Correspondence	20	25	25
B. Agency and Other			
1. Letter Reports	13	13	13
2. Chapter Reports	4	5	5
3. Correspondence	15	15	15
4. Staff Studies	1	0	0
C. Congressional Briefings	19	25	25
Subtotal	146	171	171
D. Testimony	15	20	20
Total	161	191	191

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	485	476	471	\$28,483	\$28,707	\$30,700
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	476 4	479 4	475 4	28,374 108 1	28,610 97	30,159 99 442
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

ACCOUNTING AND INFORMATION MANAGEMENT DIVISION

The Accounting and Information Management Division (AIMD) serves as the lead division within GAO for financial management and information management activities in legislative and executive agencies. The division is responsible for issues involving accounting systems, agency financial statement audits, accounting and auditing standards and policies, budget systems and practices, audit oversight of federal and non-federal auditors and the public accounting profession, and the acquisition and management of information resources--hardware, software, data, and people. It is the focal point within GAO for overall issues and policies related to the Chief Financial Officers Act of 1990, the Federal Managers' Financial Integrity Act, integration of budget and accounting systems, and agency computer system development efforts. The division also participates in the Joint Financial Management Improvement Program, the Federal Accounting Standards Advisory Board (FASAB), the Government Auditing Standards Advisory Council (GASAC), the National Intergovernmental Audit Forum (NIAF), the Paperwork Reduction Act, the Computer Security Act, and the Brooks Act.

The following summary shows the total agency average positions planned to meet AIMD responsibilities during fiscal years 1994 and 1995.

<u>Issue Areas/Areas of Interest</u> <u>Led by AIMD</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Budget Issues	30	30	
Corporate Audits	114	108	(6)
Defense Audits	118	110	(8)
Civil Audits	135	127	(8)
Legislative Reviews and Audit Oversight	41	39	(2)
IRM Core Group	58	55	(3)
Defense and Security Information Systems	55	52	(3)
General Government Information Systems	42	40	(2)
Human Resources Information Systems	57	54	(3)
Resources, Community and Economic Development			
Information System	42	40	(2)
Other Division Work	35	35	
ACG's Office and Support	<u>74</u>	<u>74</u>	
Subtotal	801	764	(37)
<u>AIMD Assist Work in Issue Areas Led</u> <u>By Other Divisions</u>			
GGD/Federal Management Issues	<u>4</u>	<u>4</u>	
Subtotal	805	768	(37)

ACCOUNTING AND INFORMATION MANAGEMENT DIVISIO

	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
<u>Other Divisions' Contributions to AIMD-Led Issue</u>			
<u>Areas/Areas of Interest</u>			
AIMD Organizational Responsibility	805	768	(37)
Average Positions Used by Regions	329	297	(32)
AIMD Headquarters Average Positions	<u>476</u>	<u>471</u>	<u>(5)</u>
Total	805	768	(37)
	=====	=====	=====

PROGRAM EVALUATION AND METHODOLOGY DIVISION
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	87	\$4,948	87	\$5,121	86	\$5,484	(1)	\$363
12 Personnel Benefits		1,078		947		1,000		53
21 Travel and Transportation		190		187		186		(1)
25 Other Services		77		70		88		18
26 Supplies and Materials		19		27		28		1
Total	87	\$6,312	87	\$6,352	86	\$6,786	(1)	\$434

PROGRAM EVALUATION AND METHODOLOGY DIVISION
 Change Analysis - 1994 to 1995
 (Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$422		\$(59)	\$363
12 Personnel Benefits	64		(11)	53
21 Travel and Transportation		\$6	(7)	(1)
25 Other Services			18	18
26 Supplies and Materials		1		1
Total	\$486	\$7	\$(59)	\$434

PROGRAM EVALUATION AND METHODOLOGY DIVISION
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	87	\$6,352
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		73
2. Ingrade Increases		79
3. Promotions		26
4. Civilian Pay Raise		98
5. Locality Pay		75
6. One Less Day		(20)
7. Positions Other Than Permanent		1
8. Other Personnel Compensation		90
9. Personnel Benefits		<u>64</u>
		486
B. Price Level Increases		
1. Travel - 3%		6
2. Supplies and Materials - 3%		1
		7
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(59)
(2) Personnel Benefits		(11)
(3) Travel		(3)
a. Program Enhancements		
(1) Travel		(4)
(2) Training		2
(3) Contract Services		<u>16</u>
		(59)
Net Increase (Decrease)	(1)	434
FY 1995 Total Request	86	\$6,786

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		73
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		79
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		26
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		98
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		75
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(20)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		1
<p>8. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		90

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
9. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		64
B. PRICE LEVEL INCREASES		
1. Travel - 3% Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		6
2. Supplies and Materials - 3% This level covers increases for such supplies as photo-copier machine paper, ADP supplies, materials used in preparation of audit reports, and subscriptions to periodicals.		1
C. PROGRAM CHANGES		
1. Workload		
a. Staff Level Decreases Funding reductions are for personnel compensation, benefits, and travel, for the affected average position.	(1)	(185)

PROGRAM EVALUATION AND METHODOLOGY DIVISION

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
C. PROGRAM CHANGES (continued)	Staff	Amount
1. Workload		
b. Program Enhancements		
(1) Travel This reduction reflects savings resulting from greater usage of telecommunication services including video conferencing.		(4)
(2) Training Additional funds are requested for training related to current jobs and planned new assignments for employee development in areas such as research design and analysis, data analyses and research, risk analysis, and testing and evaluation methods which are crucial to the work of the division.		2
(3) Contract Services The additional funds will enable applying systematic research methods to assess program design, implementation, and effectiveness on matters of national interest.		16

PEMD Products Issued in FY 1993, and estimated for FY 1994 and FY 1995
by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Letter Reports	8	10	10
2. Chapter Reports	13	15	15
3. Correspondence	4	5	5
B. Congressional Briefings	2	5	5
Subtotal	27	35	35
C. Testimony	5	5	5
Total	32	40	40

1/ GAO produces many things that could be considered agency products
The list above notes only the principal ones.

PROGRAM EVALUATION AND METHODOLOGY DIVISION
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	87	87	86	\$4,948	\$5,121	\$5,484
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	86 17	87 15	87 15	4,926 22	5,102 19	5,374 20 90
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is do to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

PROGRAM EVALUATION AND METHODOLOGY DIVISION

The Program Evaluation and Methodology Division (PEMD) promotes program evaluation objectives within GAO and throughout the federal government. The division conducts complex and innovative program evaluations that contribute to congressional and national debates on major issues and that complement the planned work of other GAO divisions; produces "transfer papers" that describe and illustrate evaluation methods; and provides the focus for GAO methodological responsibilities under Title VII of the Congressional Budget and Impoundment Control Act of 1974. The division also conducts joint projects with other GAO units dealing with such matters as the development of program evaluation standards and the design of GAO-wide methodological training programs.

The following summary shows the total agency average positions planned to meet PEMD responsibilities during fiscal years 1994 and 1995.

<u>Issue Areas/Areas of Interest</u> <u>Led by PEMD</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Program Evaluation and Methodology	88	85	(3)
ACG's Office and Support	<u>21</u>	<u>20</u>	<u>(1)</u>
Subtotal	109	105	(4)
<u>PEMD Assist Work in Issue Areas Led</u> <u>by Other Divisions</u>	<u> </u>	<u> </u>	<u> </u>
Subtotal	109	105	(4)
<u>Other Divisions' Contributions to PEMD-</u> <u>Led Issue Areas/Areas of Interest</u>	<u> </u>	<u> </u>	<u> </u>
PEMD Organizational Responsibility	109	105	(4)
Average Positions Used by Regions	22	19	(3)
PEMD Headquarters Average Positions	<u>87</u>	<u>86</u>	<u>(1)</u>
Total	109	105	(4)
	=====	=====	=====

OFFICE OF THE CHIEF ECONOMIST
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	14	\$895	13	\$1,243	13	\$1,340		\$97
12 Personnel Benefits		237		229		245		16
21 Travel and Transportation		10		9		9		
25 Other Services		2		1		1		
26 Supplies and Materials		6		7		7		
Total	14	\$1,150	13	\$1,489	13	\$1,602		\$113

Schedule B-1

OFFICE OF THE CHIEF ECONOMIST
 Change Analysis - 1994 to 1995
 (Dollars in thousands)

Object Class	Mandatory	Total
11 Personnel Compensation	\$97	\$97
12 Personnel Benefits	16	16
Total	\$113	\$113

Schedule C-1

OFFICE OF THE CHIEF ECONOMIST
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	13	\$1,489
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		19
2. Ingrade Increases		20
3. Promotions		6
4. Civilian Pay Raise		24
5. Locality Pay		18
6. One Less Day		(5)
7. Other Personnel Compensation		15
8. Personnel Benefits		<u>16</u>
Net Increase (Decrease)		<u>113</u>
FY 1995 Total Request	13	\$1,602

OFFICE OF THE CHIEF ECONOMIST

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC {{ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		19
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		20
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		6
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		24
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		18
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(5)
<p>7. Other Personnel Compensation</p> <p>The increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		15

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		16

OCE issued in FY 1993, and estimated for FY 1994 and FY 1995
by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Agency and Other			
1 Letter Reports	1	0	0
Total	1	0	0

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones.

OFFICE OF THE CHIEF ECONOMIST
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	14	13	13	\$895	\$1,243	\$1,340
11 0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	15 5	14 3	14 3	879 16	1,232 11	1,314 11 15
25 0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

OFFICE OF THE CHIEF ECONOMIST

The Office of the Chief Economist (OCE) provides advice and guidance to the Office of the Comptroller General on economic matters and helps assure the quality of economic analysis work undertaken throughout GAO by providing technical assistance on individual assignments, reviewing draft products, and assisting in long-term efforts to increase GAO's economic analysis capabilities. OCE helps resolve economic issues that arise in the planning, implementation, and reporting of GAO assignments and undertakes independent assignments on a highly selective basis. OCE also has a leadership role in providing economics training in GAO.

The following summary shows the total agency average positions planned to meet OCE responsibilities during fiscal years 1994 and 1995.

	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Total OCE Responsibility	13	13	
Average Positions Used by Regions			
OCE Headquarters Average Positions	<u>13</u>	<u>13</u>	<u> </u>
Total	13	13	
	=====	=====	=====

OFFICE OF THE GENERAL COUNSEL
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	217	\$13,829	207	\$13,828	203	\$14,675	(4)	\$847
12 Personnel Benefits		2,412		2,541		2,660		119
21 Travel and Transportation		66		66		56		(10)
25 Other Services		97		89		105		16
26 Supplies and Materials		90		122		127		5
31 Furniture and Equipment		3		2		2		
Total	217	\$16,497	207	\$16,648	203	\$17,625	(4)	\$977

Schedule B-1

OFFICE OF THE GENERAL COUNSEL
 Change Analysis - 1994 to 1995
 (Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$1,111		\$(264)	\$847
12 Personnel Benefits	168		(49)	119
21 Travel and Transportation		\$2	(12)	(10)
25 Other Services		2	14	16
26 Supplies and Materials		5		5
Total	\$1,279	\$9	\$(311)	\$977

OFFICE OF THE GENERAL COUNSEL
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	207	\$16,648
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		190
2. Ingrade Increases		210
3. Promotions		67
4. Civilian Pay Raise		263
5. Locality Pay		195
6. One Less Day		(55)
7. Positions Other Than Permanent		4
8. Other Personnel Compensation		237
9. Personnel Benefits		<u>168</u>
		1,279
B. Price Level Increases		
1. Travel - 3%		2
2. Training - 3%		1
3. Contract Services - 3%		1
4. Supplies and Materials - 3%		<u>5</u>
		9
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(264)
(2) Personnel Benefits		(49)
(3) Travel		(12)
(4) Training		(1)
a. Program Enhancements		
(1) Training		4
(2) Contract Services		<u>11</u>
		<u>(311)</u>
Net Increase (Decrease)	(4)	977
FY 1995 Total Request	203	\$17,625

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		190
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		210
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		67
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		263
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		195
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(55)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		4

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>8. Other Personnel Compensation</p> <p>The increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		237
<p>9. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		168
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		2
<p>2. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		1
<p>3. Contract Services - 3%</p> <p>The increase is to cover changes in the costs of court reporting and legal support.</p>		1

OFFICE OF THE GENERAL COUNSEL

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)		
4. Supplies and Materials - 3% This level covers increases for such supplies as photo-copier machine paper ADP supplies, materials used in preparation of OCG audit reports and subscriptions to periodicals.		5
C. PROGRAM CHANGES		
1. Workload		
a. Staff Level Decreases Funding reductions are for personnel compensation, benefits, travel, and training for the affected 4 average positions.	(4)	(311)
b. Program Enhancements		
(1) Training This increase is needed to develop and deliver courses on audit techniques and quality management as well as other courses needed to enhance attorneys' knowledge, skills and abilities so that they can continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		4
(2) Contract Services The increase is to fund more court reporting and legal support.		11

OGC Products Issued in FY 1993, and estimated for FY 1994 and FY 1995
by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Letter Reports	10	10	10
Subtotal	10	10	10
B. Testimony	2	5	5
C. Legal Decisions and Advice	3,962	4,000	4,000
D. Legal Opinions and Interpretations for the Congress	238	240	240
E. Bill Comments	6	5	5
Total	4,218	4,260	4,260

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones.

OFFICE OF THE GENERAL COUNSEL
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	217	207	203	\$13,829	\$13,828	\$14,675
11 0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	221 24	211 20	207 20	13,628 200 1	13,684 142 2	14,290 146 239
25 0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

OFFICE OF THE GENERAL COUNSEL

The Office of the General Counsel (OGC) provides legal services to the Comptroller General and GAO staff. Its principal responsibilities include providing advice on legal issues that arise during GAO's audits and evaluations; assisting in the preparation of reports, testimony, and other materials for congressional legislative and oversight activities; conducting litigation in which GAO is involved; and preparing Comptroller General decisions and opinions. Some decisions and opinions advise congressional committees and Members on the legality of federal agency activities or the legal implications of legislative proposals before the Congress. Others resolve protests from bidders for government contracts alleging that a contract has been or is about to be improperly awarded to another bidder. GAO's expertise in this area is widely recognized by government agencies, contractors, and the federal courts. Still other decisions and opinions interpret the laws governing public expenditures as guidance for government agencies.

The following summary shows the total agency average positions planned to meet OGC responsibilities during fiscal years 1994 and 1995.

	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Total OGC Responsibility	207	203	(4)
Average Positions Used by Regions			
OGC Headquarters Average Positions	<u>207</u>	<u>203</u>	<u>(4)</u>
Total	207	203	(4)
	=====	=====	=====

Schedule A-1

OFFICE OF SPECIAL INVESTIGATIONS
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	38	\$2,671	38	\$2,644	38	\$2,831		\$187
12 Personnel Benefits		441		488		520		32
21 Travel and Transportation		146		140		142		2
25 Other Services		13		10		16		6
26 Supplies and Materials		4		11		11		
Total	38	\$3,275	38	\$3,293	38	\$3,520		\$227

Schedule B-1

OFFICE OF SPECIAL INVESTIGATIONS
Change Analysis - 1994 to 1995
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$187			\$187
12 Personnel Benefits	32			32
21 Travel and Transportation		\$4	\$(2)	2
25 Other Services			6	6
Total	\$219	\$4	\$4	\$227

Schedule C-1

OFFICE OF SPECIAL INVESTIGATIONS
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	38	\$3,293
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		52
2. Ingrade Increases		21
3. Promotions		14
4. Civilian Pay Raise		50
5. Locality Pay		40
6. One Less Day		(10)
7. Other Personnel Compensation		20
8. Personnel Benefits		32
		219
B. Price Level Increases		
1. Travel - 3%		4
		4
C. Program Changes		
1. Workload		
b. Program Enhancements		
(1) Travel		(2)
(2) Training		1
(3) Contract Services		5
		4
Net Increase (Decrease)		227
FY 1995 Total Request	38	\$3,520

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		52
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		21
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		14
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		50
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		40
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(10)
<p>7. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		20

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
8. Personnel Benefits Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.		32
B. PRICE LEVEL INCREASES		
1. Travel - 3% Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.		4
C. PROGRAM CHANGES		
b. Program Enhancements		
(1) Travel This reduction reflects savings resulting from greater usage of telecommunications services including video conferencing.		(2)
(2) Training This increase provides for more specialized training required for evaluators and investigators in the areas of fraud detection and investigative methods and sources.		1

OFFICE OF SPECIAL INVESTIGATIONS

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
C. PROGRAM CHANGES (continued)	Staff	Amount
b. Program Enhancements		
(3) Contract Services The increase is for services in support of OSI 's investigative work.		5

OSI Products Issued in FY 1993, and estimated for FY 1994 and FY 1995 by Product Type 1/

Products	1993 Actual	1994 Estimate	1995 Estimate
A. Congressional			
1. Briefing Reports	1	2	2
2. Letter Reports	6	5	5
3. Correspondence	1	0	0
B. Congressional Briefings	17	20	20
Subtotal	25	27	27
C. Testimony	1	0	0
Total	26	27	27

1/ GAO produces many things that could be considered agency products.
The list above notes only the principal ones.

OFFICE OF SPECIAL INVESTIGATIONS
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	38	38	38	\$2,671	\$2,644	\$2,734
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	37 1	38 1	38 1	2,654 17	2,630 14	2,700 14 20
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

OFFICE OF SPECIAL INVESTIGATIONS

The Office of Special Investigations (OSI) investigates allegations of fraud and abuse in government programs, activities, and functions and addresses matters requiring investigative skills and expertise. Requests for investigations originate from committees of the Congress, members of Congress, and the Comptroller General, as well as GAO's divisions and regions. Typical investigations involve contract and procurement improprieties, grant and entitlement fraud, conflicts of interest and ethics matters, official misconduct and abuse, and investigative oversight issues. The GAO Fraud Hotline is administered by OSI and is also a means through which allegations of fraud and abuse are received. OSI acts as a liaison between GAO units and the law enforcement community, and reviews and comments on GAO policy and legislative proposals involving investigative matters and techniques.

Working with congressional committees or GAO's divisions, OSI identifies specific cases of fraud and abuse for use in congressional hearings and reports, and to better exemplify program weaknesses, demonstrate systemic problems, and support findings and recommendations in GAO work. Such work also has a broader application by OSI and GAO divisions in strategic planning for future audit issues.

As GAO's focal point for fraud investigation and referral, OSI assists GAO evaluators when indicators of fraud are found during audits and program reviews. To heighten awareness of potential fraud, OSI participates and promotes fraud training and other investigative training through the GAO Training Institute, and informally, through dialogue between OSI and regional and division staff, as well as detailees to OSI. GAO has placed criminal investigators in selected regional offices to conduct investigations and to provide regional staff assistance in detecting fraud and identifying fraud indicators during the audit process.

Finally, to carry out the Comptroller General's direction to promote better integration of GAO's audit and investigative functions, OSI continues its aggressive program to more fully interact with the divisions and regions and to support the work of GAO's evaluators and auditors. OSI initiatives such as assigning issue areas to its investigative teams, supporting a regional investigative program, promoting an aggressive fraud awareness training program, and developing a formal mechanism for handling fraud referrals stimulates interaction between OSI and other GAO components, while demonstrating OSI technical skills and maximizing the impact of GAO's evaluative and investigative products.

The following summary shows the total agency average positions planned to meet OSI responsibilities during fiscal years 1994 and 1995.

	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Total OSI Responsibility	49	48	(1)
Average Positions Used by Regions	11	10	(1)
OSI Headquarters Average Positions	<u>38</u>	<u>38</u>	
Total	49	48	(1)
	=====	=====	=====

OFFICE OF SPECIAL INVESTIGATIONS

Fiscal Year 1993 Accomplishments

During fiscal year 1993, OSI conducted 96 investigations, 45 of which were completed during the year. OSI investigations have resulted in reports, testimonies, assists to divisions, closeout briefings, and referrals for prosecution to investigative agencies. The impact of these investigations include convictions of two individuals and formation of a U.S. Attorney task force to investigate OSI referrals of fraudulent payments to soldiers by the U.S. Army. Investigative matters include contract and procurement improprieties, conflicts of interest and ethics violations, grant and entitlement fraud, and investigative oversight issues. During the past year, OSI agents and evaluators developed criteria for the type of work OSI performs.

In fiscal year 1993, the GAO/OSI Fraud Hotline received over 5,900 calls and letters, as well as 59 referrals as a result of GAO audits and evaluations. Callers with recipient fraud allegations were referred directly to the Inspectors General (IG) of the agencies involved; more than 379 were substantive and were forwarded to the appropriate agency IG for resolution; and 18 remained with OSI for investigation or review. The Hotline was also used this year to target a particular audience for specific information required in one OSI investigation. As part of Hotline operations, OSI has taken initial steps to pilot an electronic bulletin board which, if successful, could replace the telephone as a means of receiving allegations.

To build on integration milestones achieved thus far, OSI:

- . reorganized its staff to establish a regional investigations component to address the needs of GAO's regional investigative program,
- . developed training material to introduce GAO Form 298 and the Fraud Referral process to GAO evaluators,
- . developed a specialized fraud awareness training course in cooperation with the Training Institute for evaluators in the divisions and regions, as well as a curriculum focused on investigations support and fraud identification, and
- . established a network of OSI detailees from the divisions and convened the first semi-annual meeting.

In addition to these accomplishments, OSI has developed a mission and vision statement for the office, based on the principles of quality management, and has made quality improvement strategies a routine component in OSI planning and decision-making.

Schedule A-1

REGIONAL AND OVERSEAS OFFICES
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	1,694	\$88,153	1,668	\$89,285	1,509	\$87,193	(159)	\$(2,092)
12 Personnel Benefits		17,321		17,375		16,900		(475)
21 Travel and Transportation		9,577		8,872		8,395		(477)
23 Rent, Communications and Utilities		4		11		10		(1)
25 Other Services		330		507		533		26
26 Supplies and Materials		337		330		343		13
31 Furniture and Equipment		122		45		46		1
Total	1,694	\$115,844	1,668	\$116,425	1,509	\$113,420	(159)	\$(3,005)

Schedule B

REGIONAL AND OVERSEAS OFFICES
Change Analysis - 1994 to 1995
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes	Total
			Workload	
11 Personnel Compensation	\$7,216		\$(9,308)	\$(2,092)
12 Personnel Benefits	1,258		(1,733)	(475)
21 Travel and Transportation		\$266	(743)	(477)
23 Rent, Communications, and Utilities			(1)	(1)
25 Other Services		9	17	26
26 Supplies and Materials		13		13
31 Furniture and Equipment		1		1
Total	\$8,474	\$289	\$(11,768)	\$(3,005)

Schedule C-1

REGIONAL AND OVERSEAS OFFICES
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	1,668	\$116,425
I. Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		1,377
2. Ingrade Increases		1,499
3. Promotions		485
4. Civilian Pay Raise		1,587
5. Locality Pay		1,288
6. One Less Day		(336)
7. Positions Other Than Permanent		12
8. Other Personnel Compensation		1,304
9. Personnel Benefits		<u>1,258</u>
		8,474
B. Price Level Increases		
1. Travel - 3%		266
2. Training - 3%		5
3. Contract Services - 3%		4
4. Supplies and Materials - 3%		13
5. Furniture and Equipment - 3%		1
		289
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(9,308)
(2) Personnel Benefits		(1,733)
(3) Travel		(472)
(4) Training		(24)
b. Program Enhancements		
(1) Travel		(271)
(2) Rent, Communications and Utilities		(1)
(3) Training		27
(4) Contract Services		<u>14</u>
		<u>(11,768)</u>
Net Increase (Decrease)	(159)	\$(3,005)
FY 1995 Total Request	1,509	\$113,420

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC { 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		1,377
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		1,499
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		485
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		1,587
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		1,288
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(336)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		12

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>8. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		1,304
<p>9. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		1,258
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract air fares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		266
<p>2. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		5
<p>3. Contract Services - 3%</p> <p>This increase will cover inflationary cost increases for services in support of audits and miscellaneous administrative support services.</p>		4

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
<p>4. Supplies and Materials - 3%</p> <p>This level covers increases for such supplies as photo-copier machine paper, ADP supplies, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.</p>		13
<p>5. Furniture and Equipment - 3%</p> <p>This amount funds price level changes to maintain current equipment and furniture inventory levels.</p>		1
C. PROGRAM CHANGES		
1. Workload		
<p>a. Staff Level Decreases</p> <p>Funding reductions are for personnel compensation, benefits, travel, and training for the affected 159 average positions.</p>	(159)	(11,537)
b. Program Enhancements		
<p>(1) Travel</p> <p>This reduction reflects further savings occurring from greater usage of telecommunication services including video conferencing.</p>		(271)
<p>(2) Rent, Communications, and Utilities</p> <p>This results from the closure of one regional office in fiscal year 1994 and reflects the change in rental of miscellaneous equipment.</p>		(1)
<p>(3) Training</p> <p>This increase is needed to ensure that regional staff maintain the knowledge, skills and abilities necessary to respond to congressional requests that have limited time frames and conduct audits and evaluations of increasingly complex government programs.</p>		27

REGIONAL AND OVERSEAS OFFICES

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
C. PROGRAM CHANGES	Staff	Amount
b. Program Enhancements (continued)		
(4) Contract Services This increase will cover increases in services in support of audits and miscellaneous administrative support services.		14

REGIONAL AND OVERSEAS OFFICES
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	1,694	1,668	1,509	\$88,153	\$89,285	\$87,290
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	1,710	1,666 27	1,504 27	87,937 211 5	89,149 133 3	85,838 145 1,307
25.0 Other Services (Contracts for on-site personal services) 5/						

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

REGIONAL AND OVERSEAS OFFICES

A large number of GAO's professional staff are assigned to field offices throughout the United States and overseas. The primary mission of GAO's field office staff is to support GAO's mission by leading and assisting with audit assignments and by participating in planning GAO's work.

The 14 regional offices are located in major cities throughout the United States and provide coverage to the 48 contiguous states, Alaska, Puerto Rico, and the Virgin Islands. Overseas offices are located in Frankfurt, Germany, covering Europe, Africa, and the Near and Middle East and in Honolulu, Hawaii, covering East, South, and Southeast Asia and the Pacific Ocean areas.

Distribution of Regional and Overseas Offices' Average Positions by Division/Office

GAO's plans provide for the application of regional and overseas offices' average positions to the work of each of the headquarters divisions/offices as follows:

<u>Division/Office</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
General Government	278	254	(24)
Human Resources	270	245	(25)
National Security and International Affairs	457	412	(45)
Resources, Community and Economic Development	301	272	(29)
Accounting and Information Management	329	297	(32)
Program Evaluation and Methodology	22	19	(3)
Special Investigations	<u>11</u>	<u>10</u>	<u>(1)</u>
Total	1,668	1,509	(159)
	=====	=====	=====

Schedule A *

MISSION SUPPORT
Summary by Object Class
(Dollars in thousands)

Object Class	1993 Actual		1994 Revised		1995 Estimate		Net Change (1994 to 1995)	
	Staff	Amount	Staff	Amount	Staff	Amount	Staff	Amount
11 Personnel Compensation	607	\$33,510	592	\$32,269	580	\$34,508	(12)	\$2,239
12 Personnel Benefits		7,309		6,816		7,421		605
13 Benefits for Former Personnel		221		195		217		22
21 Travel and Transportation		1,151		960		976		16
22 Transportation of Things		225		210		316		106
23 Rent, Communications and Utilities		32,270		31,651		32,615		964
24 Printing and Reproduction		2,697		2,566		2,581		15
25 Other Services		37,454		36,576		42,795		6,219
26 Supplies and Materials		1,646		1,034		1,074		40
31 Furniture and Equipment		3,904		9,952		13,039		3,087
32 Land and Structures		12,264		2,451		6,838		4,387
42 Insurance Claims and Indemnities		9		35		42		7
Total	607	\$132,660	592	\$124,715	580	\$142,422	(12)	\$17,707

Schedule B-1

MISSION SUPPORT
Change Analysis - 1994 to 1995
(Dollars in thousands)

Object Class	Mandatory	Price Level	Program Changes		Total
			Workload	Equipment, Alterations, Maintenance, Repairs, etc.	
11 Personnel Compensation	\$2,804		(\$565)		\$2,239
12 Personnel Benefits	710		(105)		605
13 Benefits for Former Personnel	22				22
21 Travel and Transportation		\$29	(13)		16
22 Transportation of Things		6	100		106
23 Rent, Communications and Utilities		394	492	\$78	964
24 Printing and Reproduction		15			15
25 Other Services		860	2,115	3,244	6,219
26 Supplies and Materials		40			40
31 Furniture and Equipment		101		2,986	3,087
32 Land and Structures		74		4,313	4,387
42 Insurance Claims and Indemnities		7			7
Total	\$3,536	\$1,526	\$2,024	\$10,621	\$17,707

Schedule C-1

MISSION SUPPORT
Detail Analysis - 1994 to 1995
(Dollars in thousands)

	Staff	Amount
FY 1994 Budget Base	592	\$124,715
I Adjustments to Base		
A. Mandatory Pay and Related Costs		
1. Annualization of FY 1994 Salaries		489
2. Ingrade Increases		256
3. Promotions		149
4. Civilian Pay Raise		575
5. Locality Pay		436
6. One Less Day		(122)
7. Positions Other Than Permanent		62
8. Terminal Leave Payments		350
9. Other Personnel Compensation		609
10. Personnel Benefits		710
11. Benefits for Former Personnel		22
		3,536
B. Price Level Increases		
1. Travel - 3%		29
2. Transportation of Things - 3%		6
3. Office Space Rental - 3%		105
4. Rent, Communications and Utilities - 2%		289
5. Printing and Reproduction - 3%		15
6. Training - 3%		50
7. Foreign Affairs Administrative Support - 4%		17
8. Contract Services - 3%		694
9. Other Miscellaneous Services - 3%		99
10. Supplies and Materials - 3%		40
11. Furniture and Equipment - 3%		101
12. Land and Structures - 3%		74
13. Insurance Claims and Indemnities - 20%		Z
		1,526
C. Program Changes		
1. Workload		
a. Staff Level Decreases		
(1) Permanent Positions		(565)
(2) Personnel Benefits		(105)
(3) Travel		(36)
(4) Training		(4)
b. Program Enhancements		
(1) Travel		23
(2) Transportation of Things		100
(3) Rent, Communications and Utilities		492
(5) Training		90
(6) Contract Services		2,029
		2,024
D. Equipment, Alterations, Maintenance, Repairs, Etc.		
1. Rent, Communications and Utilities		78
2. Contract Services		2,658
3. Other Miscellaneous Services		586
4. Furniture and Equipment		2,986
5. Land and Structures		4,313
		10,621
Net Increase (Decrease)	(12)	17,707
FY 1995 Total Request	580	\$142,422

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS	Staff	Amount
<p>1. Annualization of Fiscal Year 1994 Salaries</p> <p>Annualization of ingrade increases, which are paid in accordance with 5 USC §§ 5335 and 5343, for merit pay and promotions that will be granted in fiscal year 1994, and for 3-month annualization of the January 1994 locality pay raise.</p>		489
<p>2. Ingrade Increases</p> <p>Payment of merit pay and other ingrade increases for fiscal year 1995, based upon satisfactory performance within the band or grade level of appointment over a specific period of time.</p>		256
<p>3. Promotions</p> <p>Estimated cost of promotions to be granted during fiscal year 1995, based on performance in career ladder positions, the annual assessment process, and/or competitive selections.</p>		149
<p>4. Civilian Pay Raise</p> <p>Anticipated January 1995 civilian pay raise of 2.6 percent.</p>		575
<p>5. Locality Pay</p> <p>Payment of the second year of locality pay based on the location of GAO employees.</p>		436
<p>6. One Less Day</p> <p>This amount funds one less day in fiscal year 1995.</p>		(122)
<p>7. Positions Other Than Permanent</p> <p>Payment of the anticipated January 1995 pay raise.</p>		62
<p>8. Terminal Leave Payments</p> <p>Payments for accrued annual leave upon termination of employment. Significant numbers of senior employees will become eligible to retire.</p>		350

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
A. MANDATORY PAY AND RELATED COSTS (continued)	Staff	Amount
<p>9. Other Personnel Compensation</p> <p>The majority of the increase is for restoration of the payment of performance based bonuses and incentive awards for work completed between October 1, 1993 and September 30, 1994.</p>		609
<p>10. Personnel Benefits</p> <p>Increase of employer contributions to FEGLI, CSRS, FERS Thrift Plan, and Social Security taxes resulting from increases in personnel compensation and the Social Security taxable wage base, for increases in payment of employee relocation entitlements, for increases resulting from annualization of and greater participation in the FERS retirement system, and annualization of rate changes in the Federal Employees Health Benefits Program.</p>		710
<p>11. Benefits for Former Personnel</p> <p>Annualization of the April 1994 pay raise for a retired Comptroller General and higher payments to the Department of Labor for unemployment compensation.</p>		22
B. PRICE LEVEL INCREASES		
<p>1. Travel - 3%</p> <p>Average expected increase in the costs of travel. Most contract airfares are changed semiannually. Additionally, the General Services Administration annually increases the number of high cost cities and per diem rates based on the increasing costs of service in accordance with the authority granted in P.L. 99-234.</p>		29
<p>2. Transportation of Things - 3%</p> <p>Increased costs charged by moving service companies for the transportation of household goods involved in employee relocations and for the shipment of things by GAO.</p>		6

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
<p>3. Office Space Rental - 3%</p> <p>Changes in rates charged by the General Services Administration for office space used by GAO in Washington, D.C. and locations throughout the United States and for annualization of office space cost changes in fiscal year 1994.</p>		105
<p>4. Rent, Communications, and Utilities - 2%</p> <p>Includes the February 1995 change in postal rates, local telephone rates, and other miscellaneous rentals used to support work performed for the Congress.</p>		289
<p>5. Printing and Reproduction - 3%</p> <p>This funds an increase in costs for GPO printing of GAO reports and documents, costs of documents for which GAO rides other agencies' print orders, as well as typesetting and graphics services.</p>		15
<p>6. Training - 3%</p> <p>This amount will provide for increases in the costs of courses provided by OPM and other vendors.</p>		50
<p>7. Foreign Affairs Administrative Support - 4%</p> <p>These funds are paid to the U. S. Army and to the State Department for GAO's share of operational costs in Frankfurt, Germany.</p>		17
<p>8. Contract Services - 3%</p> <p>Contracts for computer and ADP services, personnel security investigations, operations and maintenance of the GAO building, government and non-government contract services in support of administrative processes and GSA contract services.</p>		694

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
B. PRICE LEVEL INCREASES (continued)	Staff	Amount
9. Other Miscellaneous Services - 3% This funds increases in costs for maintenance of equipment such as microcomputers, photocopiers, typewriters, calculators, and print shop equipment, the storage of employees' household goods, and charges for health services assessed by the U.S. Public Health Service.		99
10. Supplies and Materials - 3% This level covers increases for such supplies as photo-copier machine paper, ADP supplies, materials used in preparation of audit reports, subscriptions to periodicals, and supplies from GSA retail stores.		40
11. Furniture and Equipment - 3% This amount funds price level changes to maintain current equipment and furniture levels.		101
12. Land and Structures - 3% This amount funds changes in prices for asbestos removal and subsequent renovation of office space in the GAO building.		74
13. Insurance Claims and Indemnities - 20% This represents the estimated increase in the costs of claims for lost or damaged property incident to permanent changes of station.		7
C. PROGRAM CHANGES		
1. Workload		
a. Staff Level Decreases Funding reductions are for personnel compensation, benefits, travel, and training for the affected 12 average positions.	(12)	(710)

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
C. PROGRAM CHANGES (continued)	Staff	Amount
b. Program Enhancements		
(1) Travel This reduction reflects savings resulting from greater usage of telecommunication services including video conferencing.		23
(2) Transportation of Things Allows movement to and from overseas offices and also includes funding for staff affected by regional office closings.		100
(3) Rent, Communications, and Utilities This results from increased telecommunications usage attributable to computer networking, facsimile transmissions, and video conferencing.		492
(4) Training This increase is needed to develop and deliver courses on audit techniques and quality management as well as other courses needed to enhance staff knowledge, skills and abilities so that staff continue to respond to congressional requests that have limited time frames and to conduct audits and evaluations of increasingly complex government programs.		90
(5) Contract Services These funds will meet the increased need for ADP contract services to support the rollout of GAO's wide area network and LANs.		2,029
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC.		
1. Rent, Communications, and Utilities This increase will permit the replacement and upgrade of some of the agency's photocopier and telecommunications equipment.		78

MISSION SUPPORT

EXPLANATION OF CHANGES SHOWN ON SCHEDULE C (Dollars in thousands)		
D. EQUIPMENT, ALTERATIONS, MAINTENANCE, REPAIRS, ETC. (continued)	Staff	Amount
<p>2. Contract Services</p> <p>The increase covers critical building operations and maintenance services required as well as support services in connection with modernization of office space subsequent to asbestos removal, and operation and maintenance of the telecommunications system.</p>		2,658
<p>3. Other Miscellaneous Services</p> <p>This increase will fund maintenance of new ADP equipment, microcomputers and related software.</p>		586
<p>4. Furniture and Equipment</p> <p>This increase will fund the rollout of GAO's network including data collection and analysis software and hardware and systems furniture needed for renovation of the GAO building.</p>		2,986
<p>5. Land and Structures</p> <p>The increase will permit the upgrading of the heating, ventilation, and air conditioning system and continuation of asbestos removal from the GAO building.</p>		4,313

MISSION SUPPORT
(Dollars in thousands)

Classification	Number of Employees			Amount		
	1993	1994	1995	1993	1994	1995
Staff Ceiling 1/ Total average positions	607	592	580	\$33,510	\$32,269	\$34,508
11.0 Full-Time Permanent 2/ Other Than Full-Time Permanent 3/ Other Personnel Compensation 4/	629 220	614 215	603 215	30,851 2,450 209	29,974 2,078 217	31,542 2,140 826
25.0 Other Services (Contracts for on-site personal services) 5/	142	137	142	18,543	19,605	22,946

1/ Every year Congress approves a staff ceiling for GAO. The figures shown here represent the actual usage for fiscal year 1993, the Committee authorized level for fiscal year 1994, and the requested level for fiscal year 1995.

2/ The numbers reflect total employees on board at a particular point in time and do not directly relate to the staff ceiling number, which represents average employment for the entire fiscal year.

3/ Represents the actual and estimated total number of employees in these programs during the year. A large number work only for portions of the year. Some work only for a few days.

4/ Increase is due to the inclusion of funding for bonuses in fiscal year 1995. Bonuses were not paid during fiscal year 1993 and will not be paid during fiscal year 1994 due to funding constraints.

5/ Includes employees whose services are obtained under contract with an individual or an organization performing on-site services (in agency work space) for 6 months or more during a twelve-month period.

MISSION SUPPORT

A full range of administrative operations is provided by the mission support offices. The primary objective of the mission support offices during the next few years is to continue to improve the quality and timeliness of services provided to the agency.

The following summary shows average positions planned to meet the mission support offices' responsibilities during fiscal years 1994 and 1995.

<u>Offices</u>	<u>Average Positions</u>		
	<u>FY 1994</u>	<u>FY 1995</u>	<u>Change</u>
Civil Rights Office	7	7	
Federal Accounting Standards Advisory Board	5	5	
General Services and Controller	146	143	(3)
Joint Financial Management Improvement Program	2	2	
Office of Affirmative Action Plans	5	5	
Office of Congressional Relations	15	15	
Office of Counseling and Career Development	12	12	
Office of Information Management and Communications	201	197	(4)
Office of Internal Evaluation	9	9	
Office of International Audit Organization Liaison	8	7	(1)
Office of Policy	9	9	
Office of Program Planning	9	9	
Office of Public Affairs	8	8	
Office of Quality Management	6	6	
Office of Recruitment	17	15	(2)
Personnel	73	72	(1)
Personnel Appeals Board	7	7	
Training Institute	<u>53</u>	<u>52</u>	<u>(1)</u>
Total	592	580	(12)
	=====	=====	=====

Civil Rights Office

The Civil Rights Office (CRO) has responsibility for managing GAO's Equal Employment Opportunity discrimination complaint program and advises on ways to maintain a discrimination-free environment. Mediation and counseling services are provided to help the parties to a complaint explore ways to resolve their differences and arrive at an agreement that best addresses their underlying interests. In cases where the complaint cannot be resolved informally, CRO processes formal discrimination complaints and proposes recommended decisions.

General Services and Controller

General Services and Controller is responsible for facilities, property management, procurement, safety and security, and the financial and budgetary functions of GAO.

Joint Financial Management Improvement Program

The Joint Financial Management Improvement Program (JFMIP) is a cooperative undertaking of the Office of Management and Budget, the Department of the Treasury, the General Accounting Office, and the Office of Personnel Management working with each other and with the operating agencies to improve financial management on a government-wide basis and in individual agencies. JFMIP was officially established by the Budget and Accounting Procedures Act of 1950. The JFMIP Principals are the heads of the four central agencies. Each Principal selects a representative to the Steering Committee which gives general direction to the Program; a program agency representative is also on the committee. The JFMIP Executive Director develops and directs activities and projects. GAO provides the administrative support for the JFMIP staff, but all costs for the Program are shared equally among the central and program agency sponsors.

Office of Affirmative Action Plans

The Office of Affirmative Action Plans (OAAP) provides coordination and direction for affirmative action in hiring, promotions and job assignments within GAO. It oversees the development and implementation of affirmative action hiring and promotion goals by divisions and offices and monitors their efforts to achieve these goals. OAAP also administers the Equal Promotion Review Program to address any significant disparities between the certification and/or promotion rates of minorities and non-minorities. In addition, it works with GAO's divisions and regional offices to increase the level of equity in the job assignment process.

Office of Congressional Relations

The Office of Congressional Relations coordinates GAO's activities with congressional committees and members. These activities include the development of testimony, reports, legal opinions, bill comments, and the assigning of GAO staff to committees. The office assists, advises, and acts as a liaison for the Comptroller General and GAO's offices and divisions in furnishing the Congress with timely and useful assistance.

Office of Counseling and Career Development

The Office of Counseling and Career Development provides assistance for GAO managers and their employees in resolving problems that impede job performance and personal effectiveness. The office also provides a set of comprehensive career development services to assist employees with career planning and personal assessment. Assistance includes consultation for managers, employee counseling and referrals, educational seminars, and self-help resource center services.

Office of Information Management and Communications

The Office of Information Management and Communications (OIMC) is tasked to provide GAO with timely, efficient access to the information resources needed to accomplish its mission. This requires an organizational framework structured to manage all phases of GAO's information resources program -- planning, policy development, and customer relations activities. OIMC, which consists of five centers responsible for the day-to-day operation of GAO's information resources program, (1) designs, develops, and operates office-wide and local management information systems; (2) acquires information collections and data bases, provides research and information locator services from both internal and external sources, disseminates information externally to the general public and government and private organizations, develops policies and procedures concerning the creation, maintenance, use, collection, processing, storage, and archiving of GAO information, and manages GAO's information security, data administration,

records, forms, correspondence, and directives program; (3) develops GAO's communications standards, improves written and visual communication based on those standards, and produces and distributes GAO's products in the format and medium appropriate for their purpose and audience; (4) designs, develops, and operates voice communications systems to meet GAO-wide requirements and support the cabling infrastructure needs for data and video systems requirements; and (5) develops and manages local and wide-area network operations, evaluates hardware and software, manages IRM equipment and software inventories, and provides GAO-wide maintenance services.

Office of Internal Evaluation

The Office of Internal Evaluation is responsible to the Comptroller General for independent evaluations of GAO activities. Such evaluations can relate to any aspect of GAO's operations and processes and may cover managerial, performance, financial, and compliance issues. This office also investigates allegations relating to GAO employees.

Office of International Audit Organization Liaison

The Office of International Audit Organization Liaison (OIAOL) manages GAO's international liaison activities and provides advice to the Comptroller General on international liaison activities that affect GAO. OIAOL manages the staff work related to the International Organization of Supreme Audit Institutions (INTOSAI), publishes the International Journal of Government Auditing, manages the International Auditor Fellowship Program, provides assistance and advice to GAO divisions on international auditing matters, coordinates visits from representatives from other countries, acts as liaison with other national government audit organizations and international organizations, and coordinates requests for GAO to provide training and other technical assistance to the INTOSAI Development Initiative (IDI).

GAO hosted the XIV INCOSAI in October 1992. As a result, the Comptroller General became the Chairman of INTOSAI and will serve in this position through 1995. This responsibility will increase OIAOL's workload and activities for the next 2 years.

Office of Policy

The Office of Policy develops, promulgates, and interprets GAO's auditing, evaluation and reporting policies. The office provides advice and assistance to the Comptroller General, management and staff in applying GAO's audit and evaluation policies. It also serves as the focal point for receiving and responding to requests from the public for GAO records and oversees the centralized report recommendation followup system and accomplishment reporting system.

Office of Program Planning

The Office of Program Planning (OPP) assists the Office of the Comptroller General and the Program Planning Committee in administering GAO's systems and procedures for planning audit evaluation and investigation work and allocating staff resources to best meet the needs of the Congress and the Comptroller General's work priorities. OPP establishes requirements and formats for planning documents.

Office representatives work with the divisions to implement planning guidelines, review issue area plans, and analyze progress and accomplishments against plans. In addition, OPP serves as the executive secretariat for the Comptroller General's Job Starts Group which reviews all new jobs started by GAO. The office also helps GAO coordinate with other legislative support agencies to avoid unnecessary duplication or overlap.

Office of Public Affairs

The Office of Public Affairs coordinates GAO's communications with the media and the public. It is the main point of contact between GAO and reporters. In addition, the office prepares the Comptroller General's Monthly List of GAO Reports and Testimony; prepares the GAO Management News, a weekly newsletter for GAO employees; compiles Clippings, a daily collection of articles and other published materials relevant to GAO and its ongoing assignments; and specifies media distribution of all GAO reports.

Office of Quality Management

The Office of Quality Management (OQM) provides the initiative, insight, strategy, support, and tools necessary for GAO to continuously improve its operational performance and customer satisfaction and to become an organization in which innovation, teamwork, and respect for each individual are integral to daily operations. Office OQM's roles and responsibilities include: (1) planning and coordinating quality management activities throughout GAO; (2) facilitating communications about quality management activities; (3) supporting the Quality Council, the Design and Implementation Team, the Quality Network, Coordinating Executives, and other networking groups involved in continuous improvement efforts; (4) establishing and maintaining a continuous improvement information resource center; and (5) working with the Training Institute to develop and continuously improve an education and training program that supports quality management principles and concepts.

Office of Recruitment

The mission of the Office of Recruitment is to plan, develop, and execute a responsive and innovative program for the acquisition of the human resources needed to implement the functions of GAO. The office serves as the GAO focal point to external organizations, institutions, associations, and applicants on GAO hiring programs, processes, and procedures.

The Office of Recruitment is responsible for coordinating, managing, monitoring, and operating GAO's external hiring programs, and designing new and analyzing/refining existing policy in the employment area to ensure an innovative and responsive external hiring program.

Personnel

Provides consultative advice and assistance to employees and managers in the areas of pay, staffing, classification and position management, employee relations, performance management and employee-management relations. The responsibilities of Personnel also include managing GAO's employee benefits and awards programs, and developing and promulgating personnel regulations, policies and guidance covering the range of GAO's personnel programs. Additionally, Personnel manages GAO's automated payroll/personnel system, administers time and attendance reporting and processing requirements.

Personnel Appeals Board

The GAO Personnel Appeals Board is responsible for considering, deciding and ordering corrective or disciplinary action, as appropriate, in cases involving employee appeals, prohibited personnel practices, prohibited political activities, determinations of collective bargaining units, union elections, unfair labor practices and discrimination. In effect, the Board acts in place of the Merit Systems Protection Board, the Federal Labor Relations Authority and the Equal Employment Opportunity Commission (EEOC),

depending on the type of case. Such a body is necessary because the GAO personnel legislation removes GAO from the purview of these agencies. The Board also has the responsibility for EEO oversight of GAO in the same manner EEOC has EEO oversight of the Executive Agencies.

Training Institute

The Training Institute (TI) is responsible for: (1) establishing agency-wide policies for central and external training/education activities; (2) ensuring that GAO staff are provided training/education opportunities to learn GAO's policies and procedures, audit and evaluation methods, and other skills necessary to fulfill GAO's mission; (3) establishing core and elective curricula for evaluators, executives, administrative, secretarial, and clerical employees; technical specialists, and other employee groups; (4) conducting assessments to identify training needs and evaluating the results of training; (5) keeping abreast of trends and technological advances in the training/education field; (6) efficiently operating facilities, equipment, systems, consultant agreements, and contracts in support of training; (7) representing GAO to the government, private sector, and academic training/education communities; and (8) compiling an annual education report on GAO's compliance with the "yellow book" continuing professional education standards and on the status of GAO's training/education activities.

ASBESTOS ABATEMENT PROGRAM

Modernization Program Concept - Asbestos Removal

For the General Accounting Office to be able to avail itself of the latest advances in office technology, the renovation of the HVAC and electrical/telecommunications systems must be completed. This work necessitates disturbing the asbestos contained in the HVAC ductwork, the ceilings, the insulation, and the acoustic materials throughout the building. Virtually all of the horizontal ductwork in the GAO Building is composed of 100 percent asbestos. The concentrations of asbestos in the ceilings, insulation and acoustic materials are also very high. Due to a lack of knowledge, prior renovations have allowed asbestos fibers to settle into carpets, between the layers of interior partitions, onto the plenum surface of ceiling tiles, and inside of HVAC equipment. Because the central HVAC system is being renovated, the horizontal ductwork must be replaced. The placement of the new electrical and telecommunications cables above the suspended ceilings will also disturb the asbestos. Essentially, GAO cannot perform any renovation or maintenance work above the suspended ceiling level without first removing the asbestos, nor can GAO replace carpeting or move partitions without running the risk of disturbing asbestos. In order to ensure the safety and well-being of its employees, and to provide for advances in office technology, GAO is endeavoring to remove all known possible sources of asbestos exposure from the GAO building.

The GAO building was originally constructed to provide large amounts of open interior space for storage of documents. Later adaptation of this open space to workspace resulted in significant misfit of building systems to actual use. Further problems occurred as GAO approached its goal of providing every employee with a personal computer. GAO needs to modify its physical spaces to accommodate emerging office technology. This requires additional air conditioning capacity due to increased office equipment heat loads. The existing HVAC system is original to the building except for an earlier partial replacement. The entire system is being upgraded in capacity to meet anticipated heat loads and will be converted to a more efficient variable air volume system.

In addition to increased air-conditioning capacity, the electrical system must also be upgraded to accommodate the new technology. More independent electrical branch circuits are needed. Cable management systems have to be installed to accommodate new and expanded electrical and telecommunications services. The existing in-floor cable systems cannot be modified to handle the new circuitry and must be replaced by an above-ceiling system.

The upgrading and modernization of building systems and features will provide high quality work space, meet modern office needs, and renew the life expectancy of building components and elements.

Lifesafety improvements are critical to provide both safety for personnel and protection of the building. An automated fire sprinkler system is to be installed throughout the building that will be supervised and monitored electronically. GAO also plans to install an improved fire alarm system, a building-wide security system, and an emergency power system.

As the renovation work is completed, GAO will consolidate selected audit functions which are currently housed in leased space and space assigned by host agencies. Leased space will be released as consolidation takes place and leases expire. The GAO Building will be reconfigured to accommodate this consolidation.

The modernization of the GAO Building is being undertaken to create a safer and more productive work environment for the GAO staff. GAO is firmly committed to supporting higher order organizational objectives of recruiting and retaining quality staff, and firmly believes that a quality workplace is a critical part of any employee compensation and benefit package. Lack of a modernization program in the GAO building will reduce GAO's organizational effectiveness and its ability to serve the Congress.

Renovation of the existing architectural layout will allow GAO to effectively link people and technology, to provide a generic approach to internal space which will allow for future work group changes with fewer building alterations, and to implement improved and productive sharing of information among work groups, major internal organizations, and customers.

MODERNIZATION FUNDING AND SCHEDULE

GSA's original plan for the GAO Building covered removal of asbestos on the 1st, 7th, 1/2 of the 2nd floor and for part of the mechanical equipment. This plan covered only part of the building because the cost for asbestos removal was extremely high in the early 1980's and GSA had to break the project into phases to work within available funding. They planned to spend \$15.6M to do this phase of the building. GSA did not consider the demolition and restoration of work space below the ceiling to be a part of their project. GAO therefore added \$3M to the GSA Phase I plan to remove old deteriorated carpet, redesign and reconfigure office space, upgrade electrical HVAC systems to meet current load requirements associated with computers and other high tech equipment and to remove handicapped barriers throughout the renovated spaces. GAO was also responsible for the cost of furniture associated with improving the efficiency and function of the renovated spaces.

GSA was in the process of developing a Phase II project plan when GAO took over the custody and control of the GAO Building in October, 1988. After GAO took custody of the GAO Building, GSA stopped work and did not complete the development of the Phase II plan and schedule.

The revised plan currently in use calls for completion of asbestos removal and restoration of the GAO Building by the summer of 2004. Under this plan GAO has required \$77.10M to date for: design, demolition and abatement, construction and occupancy of the 1st and 7th floors; design, demolition and abatement and, construction of the penthouse; design, demolition and abatement and, construction of 2nd and 4th floors. GAO needs \$85M to complete construction and occupancy of the 3rd, 5th and 6th floors (including building systems which are connected to these floors).

The current schedule also reflects BLS's and Treasury's failure to relocate according to GSA's original schedule. As a result, we have had to extend the planned completion of the GAO Building Modernization to 2004.

GAO-WIDE COMPUTER NETWORK

The General Accounting Office is an information-intensive organization. The organization thrives on the timely, efficient, and effective collection and analysis of data, and in the sharing and reporting of that information. Accordingly, GAO is highly dependent on the variety of information technologies that support these processes.

GAO created a Mission Support Project to design and test methods that will optimize information technology in the performance of its work. Its goal is to establish a computer network capability within GAO to enhance communication and improve the accessibility of information, thereby improving both the timeliness and quality of work. This capability is viewed as critical to realizing the full potential for process improvements through our Total Quality Management efforts. A key instrument to realize improvements in our assignment process is the Data Collection and Analysis (DCA) application.

The application, to be used on GAO's local and wide area network, is designed to streamline numerous and frequent tasks, particularly the organization of and access to work papers, the volumes of information that are the "heart" of all GAO audits. Communication and work group collaboration are enhanced due to the easy and immediate access to the assignment information from any place at any time and supervisors will have a better means to review work papers and products and monitor assignment progress.

The application also provides options to simplify and improve assignment processes such as developing an assignment plan, and recording results of interviews and analyses. The on-line access to job files and other data, coupled with search and retrieval capability, will enable staff to conduct more thorough searches and ease the process of locating information for analysis and product development. In addition, the application provides features for creating and organizing work papers, as well as on-line access to GAO guidance, checklists, and forms needed throughout the assignment process.

The application and network are being evaluated on a pilot test basis in two Divisions (HRD and RCED) and one Region (San Francisco) to measure the benefits of both with regard to the timeliness, quality and effectiveness of many tasks associated with the collection, analysis, product development and sharing of information throughout a GAO assignment. Based on preliminary testing, we found that the application and network setting, compared to a stand-alone setting, provides a more efficient work environment and enables better use of staff time.

Although network design and application testing and evaluation will continue for several months, we believe we are now in a position to reasonably estimate the funding needed to complete the pilot in fiscal year 1994 and to implement the network and application GAO-wide during the fiscal years 1995 and 1996.

We have developed a three-year strategy and budget to transition from our predominantly stand-alone environment to a total network environment. Our three-year implementation strategy presumes that a fully developed network with application will exist in the three units participating in the pilot test by the end of fiscal year 1994. Also, the existing network capability in five of GAO's regional offices will be expanded from administrative only to accept mission support tasks; we would add the DCA application to these offices in fiscal year 1995. The remainder of GAO will be phased into the network and application during fiscal years 1995 and 1996.

The above strategy is reflected in GAO's fiscal year 1995 budget submission, which continues the transition from a largely stand-alone based budget to a network based budget. The fiscal year 1995 budget for the network is composed of the following major cost components.

- \$4.6 million for operating and maintaining the hardware and software for the network environment.
- \$7.7 million in capital investment cost (mostly network hardware/software) associated with expanding full network services to the units who will be relocated to newly renovated space in the GAO headquarters building, and completing the networks for several regional offices. Also, consistent with GAO's functional and technical requirements, this budget will support a microcomputer platform that allows users to simultaneously use several software applications, and supports a more user friendly "graphical user interface."
- \$2.6 million in capital investment and operations costs (mostly application software) for implementing the DCA application in those units with full network services.

Given these major cost components GAO's fiscal year 1995 network budget request totals \$14.9 million. Additional funding of \$12.2 million in fiscal year 1996 would be needed to complete the network and application deployment. Because GAO's fiscal years 1995 and 1996 estimates assume network capability will evolve, the estimates for network expenditures in those years include an increasing share of what are currently stand-alone costs.

The following is a summary of the major cost components over the three year period.

NETWORK AND DCA ROLLOUT (in millions of dollars)				
	FISCAL YEARS			
COST COMPONENT	1994	1995	1996	TOTAL
Network				
Capital	\$4.7	\$7.7	\$5.3	\$17.7
Operations	2.9	4.6	5.0	12.5
DCA				
Capital	0.7	2.4	1.5	4.6
Operations	0.1	0.2	0.4	0.7
TOTAL	\$8.4	\$14.9	\$12.2	\$35.5

GENERAL ACCOUNTING OFFICE

Program and Financing (in thousands of dollars)

Identification code 05-0107-0-1-801		1993 actual	1994 est.	1995 est.
Program by activities:				
Direct program:				
00.01	Top Management	3,434	2,979	3,707
00.02	General Government Division	32,651	33,496	35,805
00.03	Human Resources Division	21,216	21,655	23,164
00.04	National Security and International Affairs Division	33,768	34,898	37,242
00.05	Resources, Community and Economic Development Division	32,254	33,219	35,400
00.06*	Accounting and Information Management Division	35,771	35,646	37,898
00.07	Program Evaluation and Methodology Division	6,312	6,352	6,786
00.08	Office of the Chief Economist	1,150	1,489	1,602
00.09	Office of the General Counsel	16,497	16,648	17,625
00.10	Office of Special Investigations	3,275	3,293	3,520
00.11	Regional and Overseas Offices	115,844	116,425	113,420
00.12	Mission Support	117,592	116,215	125,722
00.91	Total direct program	419,764	422,315	441,891
01.01	Reimbursable program	3,797	1,600	1,000
02.01	Capital investment	15,068	8,500	16,700
10.00	Total obligations	438,629	432,415	459,591
Financing:				
25.00	Unobligated balance expiring	335
39.00	Budget authority (gross)	438,964	432,415	459,591
Budget authority:				
Current:				
40.00	Appropriation	435,167	430,815	458,591
Permanent:				
65.00	Advance appropriation
68.00	Spending authority from offsetting collections	3,797	1,600	1,000
Relation of obligations to outlays:				
71.00	Total obligations	438,629	432,415	459,591
72.40	Obligated balance, start of year	81,961	76,058	75,740
74.40	Obligated balance, end of year	-76,058	-75,740	-77,904
77.00	Adjustments in expired accounts	-481
87.00	Outlays (gross)	444,051	432,733	457,427
Adjustments to budget authority and outlays:				
88.00	Deductions for offsetting collections: Federal funds	-3,797	-1,600	-1,000
89.00	Budget authority (net)	435,167	430,815	458,591
90.00	Outlays (net)	440,254	431,133	456,427

Object Classification (in thousands of dollars)

Identification code 05-0107-0-1-801		1993 actual	1994 est.	1995 est.
Direct obligations:				
Personnel compensation:				
11.1	Full-time permanent	270,763	273,666	280,140
11.3	Other than full-time permanent	3,485	2,759	2,851
11.5	Other personnel compensation	230	233	5,213
11.9	Total personnel compensation	274,478	276,658	288,204
12.1	Civilian personnel benefits	51,924	52,890	54,554
13.0	Benefits for former personnel	221	195	217
21.0	Travel and transportation of persons	15,068	13,967	13,428
22.0	Transportation of things	225	210	316
23.1	Rental payments to GSA	23,262	24,302	24,407
23.2	Rental payments to others	830	744	828
23.3	Communications, utilities, and miscellaneous charges	8,182	6,629	7,405
24.0	Printing and reproduction	2,697	2,566	2,581
25.1	Consulting services	3,735	2,993	3,482
25.2	Other services	24,676	26,447	31,792
25.3	Purchases of goods and services from Government accounts	10,813	8,782	9,388
26.0	Supplies and materials	2,331	1,929	2,004
31.0	Equipment	4,117	10,017	13,105
32.0	Land and structures	12,264	2,451	6,838
42.0	Insurance claims and indemnities	9	35	42
99.0	Subtotal, direct obligations	434,832	430,815	458,591
99.0	Reimbursable obligations	3,797	1,600	1,000
99.9	Total obligations	438,629	432,415	459,591

Personnel Summary

Identification code 05-0107-0-1-801		1993 actual	1994 est.	1995 est.
Direct: Total compensable workyears				
10.01	Full-time equivalent employment	4,900	4,800	4,600
10.05	Full-time equivalent of overtime and holidays hours	4	4	4

GENERAL ACCOUNTING OFFICE

Trust Funds

Contributions

Program and Financing (in thousands of dollars)

Identification code 05-8269-0-7-801		1993 actual	1994 est.	1995 est.
Program by activities:				
10.00	Total obligations (object class 25.2)	9
Financing:				
21.40	Unobligated balance available, start of year	- 9
24.40	Unobligated balance available, end of year
60.05	Budget authority (appropriation) (Indefinite)
Relation of obligations to outlays:				
71.00	Total obligations	9
72.40	Obligated balance, start of year	9	13
74.40	Obligated balance, end of year	- 13
90.00	Outlays	5	13

[Clerk's Note.—The Program and Finance and Object Class tables reflect the budget justifications as submitted to the Subcommittee. Please check Appendix to the President's FY95 Budget for any changes that may be made subsequent to the January 1994 submission to the Subcommittee.]

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